

2024 Seed Exchange instructions - Alpine Garden Society Victorian Group

Our 2024 seed exchange is now taking your orders. Thank you to all the members that have kindly donated the seed in this list. Please follow the steps below carefully. To start an email order click this address agsvicgroup@hotmail.com

1. Make sure you've paid your subscription fees for this year. Only financial members will receive seed.
2. Use the seed list to choose your seed. **You can click on the names in the list to bring up a Google search of each item.** Writing your choices down on a separate page might help you with ordering.
3. You will be emailing just the seed numbers (not the names). You can type the above email address in the "To:" section in your email program if clicking doesn't open a new email. Don't send the email to Fermi
4. Type **Seed Order** as the subject. Put your name, address and phone number at the top of the email. Underneath that type "1st choice" then type each seed number on a different line in numerical order (see example below).
5. Underneath the last 1st choice seed number type "2nd choice", then list your second choices under that, in order of preference.
6. Make sure you double (or triple) check all the numbers you've listed (and how many you've listed) before sending your email. The onus is on members to type the correct seed number. Once submitted your order is final. First in, best dressed. Donors get priority. **Keep this seed list.** Your seed will arrive with numbers only on the packets, so you'll need to refer to this seed list to know the plant names (except WA & TAS).

Donor status given to members that donated 5 or more taxa suitable for rock gardens.

1st choice order amounts:

Single membership	20 packets
Single donor	25 packets
Family membership	30 packets
Family donor	35 packets

2nd choice order amount:

Everyone **20 packets**
(in preference order)

Last orders accepted

3 February 2024

The screenshot shows an email composition window. The 'To' field contains 'agsvicgroup@hotmail.com', the 'Subject' field contains 'Seed Order', and the 'Name' field contains 'Josephine Blogs'. The address and phone number are also filled in. The body of the email lists seed numbers under '1st choices' and '2nd choices (in preferred order)'. A large red stamp with the text 'EXAMPLE EMAIL ORDER' is overlaid on the right side of the email body.

Send To... agsvicgroup@hotmail.com
Cc...
Subject Seed Order

Name: Josephine Blogs
Postal address: 1 Main St
Melbourne 3000
Contact phone number: 0400777666

1st choices
2
15
27
29
88
119
207
255
345
(and so on - 20/25 singles/ donor, 30/35 family/donor)

2nd choices (in preferred order)
98
59
22
77
38
71
343
342
3
(and so on up to 20)

**EXAMPLE
EMAIL ORDER**

Email your order to agsvicgroup@hotmail.com