Open Gate Garden Club

**Host Box Contents**July 20, 2025

**AM Host:** You should find the items listed below in the host box. If anything is missing, please contact Pat Manion at (810) 240.4321. Please return your name tag to the host box before leaving.

**PM Host:** Please use the checklist below to mark off each item as you pack it back into the host box at the closure of the tour. If chairs were provided by the homeowner, please return them. All tables and gazebos belong to our club and will be picked up by another club member. Once packed, please return the host box to Equipment Check-in in front of the St John’s activity center.

Host Box Contents:

* Instructions for hosts
* Small box with tablecloth clips (4 included clips)
* Tablecloth
* Clipboard with sign-up sheet for those interested in being featured in future tours
* Name badges for hosts and homeowners
* 2 ink pens
* 1 sharpee
* 1 pencil
* Notepad
* Scotch tape
* Sanitizer
* New member applications
* Sign up if interested in being on the garden tour
* Sign up if interested in becoming a member of the club
* 4 tickets (PM Host: Please include the number of remaining tickets here: \_\_\_\_)
* $20 in 5’s for change (PM Host: Please include the amount of money in the envelope at the end of the tour: \_\_\_\_\_\_\_\_\_\_\_\_\_)
* **Garden #1 Only:** Name tags for Ask a Gardner
* Scissors
* **Garden #3 Only:** Name tags for Refreshment Hosts