

PLANT TRANSFER RECORD

Please put a **NAMETAG** in at least one of your pots. Read information below.

Your Name _____ email: _____

Faculty Responsible _____

Today's Date _____ Termination Date, if known _____

Experiment Title/Course Title _____

Plant Species _____ Autoclave Waste? Yes _____ No _____

Approximate number of pots/trays _____

Greenhouse/growth room/chamber number _____ Bench number _____

Previous Location, if any _____

WATERING INSTRUCTIONS. Check all that apply:

Clear water only

Fertilizer water only

Fertilizer water as we think best

Sub-irrigate only

Other _____

DO NOT WATER (Note: Owner should place pink/black tape around plants)

PEST CONTROL INSTRUCTIONS

Apply as needed to control pests

Contact me before applying pesticides

DO NOT APPLY pesticides (Note: Owner should place orange tape around plants)

OTHER INSTRUCTIONS:

Thank you for filling out this Plant Transfer Record!

Keeping this record will allow the Greenhouse Team to better care for your plants. Here's how the record will improve our success:

- It will alert us to special needs of new crops.
- We will know what crops belong to each investigator, which will improve communication for their care.
- It will allow us to track the origin of pests.
- It will improve space utilization by ensuring plants are being used for active teaching or research.

Key points of plant transfer policy:

- All plants, cuttings or seeded trays transferred to greenhouses, growth rooms or chambers must have a Plant Transfer Record completed and turned into Rob Eddy, HGRH 1139B on the day of transfer.
- All plant material must be involved in active teaching, research or outreach.
- Plant material to be transferred from other greenhouses not maintained by the Greenhouse Team or from the field is strongly discouraged. 72-hour notice required to arrange for pest inspection and isolation.