

## Instructions for Annual Report (continued)

**Page 3:** In the *first section* of this page please enter the average sizes of each species for each season (fall, pre, and in-season). This will reflect the overall average size of the nursery's fish each year.

In the *second section* please enter the total pounds and cost of both fish feed and salt purchased for the year. **Please fill out this section even if the feed or salt was donated. If you do not have an exact amount, give us your best estimate of lbs of feed fed.**

The *last section* is the Sponsor data report. Please answer all questions to the best of your knowledge, paying close attention to any costs the club may have incurred in operating the nursery.

Please submit this report to Cooperative Nursery Unit, 1735 Shiloh Road, State College, PA 16801 **no later than July 15 of each year.** Please be diligent about this and report in a timely manner. Several members should be capable of filling out this report, in case the usual responsible individual has personal issues preventing him/her from completing and mailing the form on time. Every year there are sponsors who are exceedingly late with this report and therefore the CNU cannot submit its annual report on time. **Late reports are a violation of the Cooperative Nursery Policy (Section IV-1 and 12) and sponsors will now be held accountable.**

The last two lines are for the printed name and signature of the person completing this report. This will be used if there are any questions about the information on this report.

Please make a copy of your annual report.