



**ADOPT-A-STREET
LITTER CONTROL**

CITY OF BELTON
520 Main Street
Belton, MO 64012
816-331-4331
Fax: 816-322-4620
www.belton.org

Agreement Form

Volunteer Group Information:

Group Name (as it should appear on signs): _____

Group Leader: _____ Phone Number: _____

Road Location: _____

Volunteer Group and Department Agreement:

The City of Belton Public Works Department hereinafter called the "Department" and _____ hereinafter called the "Volunteer Group" are entering into this Agreement to permit the Volunteer Group to contribute to the effort to control litter and enhance the roadsides and neighborhood appearance of the City of Belton.

The Department does hereby authorize the Volunteer group to participate in the **Adopt-A-Street Program** by picking up litter and conducting other enhancement work, if specified, within the assigned section of the road. By signing below, the Volunteer Group Leader acknowledges awareness that the safety of the volunteers is of primary importance that the volunteer group has read and understands the following agreement and both the Volunteer Group Leader and all the participants agree to the following terms and conditions.

The Volunteer Group does hereby agree:

1. To pick up litter no less than two (2) times per year for a period of two (2) years. Additional cleanups may be done as necessary to maintain a neat appearance.
2. To reserve Safety Kits containing clean-up supplies and materials from the Public Works Department two (2) weeks in advance of the clean-up event and to pick-up the Safety Kits from City Hall Annex, 520 Main Street between 8AM and 5PM, Monday through Friday.
3. To conduct activities with safety in mind and comply with the "Adopt-A-Street Safety Rules" (attached to this agreement) and any other conditions that may be required by the Department.
4. To designate a Volunteer Group Leader and the leader will have a copy of the "Adopt-A-Street Safety Rules" with him/her at all times while working on the roadside.
5. Each volunteer in the cleanup shall receive and review the "Adopt-A-Street Safety Rules" before participating in roadside activities.
6. Each Volunteer shall sign a Volunteer Informed Consent and Release form prior to their participation in each clean-up event.
7. To leave filled trash bags by the roadside for pickup and disposal by the Department and provide the Department with the specific location of the filled trash bags; bags shall be placed out of the way of traffic and pedestrians and shall be securely tied so as not to create a hazard.
8. To provide the Department with originals of the Completion Form and Consent and Release agreement with printed names and signatures of individual Volunteers in the clean-up event within two (2) business days following each and every clean-up event.

9. To return the Safety Kits, warning signs, and unused trash bags to the Department in good condition within two business days following each clean-up event.

The Volunteer Group Leader does hereby agree:

1. To report any and all injuries sustained by Volunteers during cleanup activities to the Department within two (2) business days of the injury.
2. To verify that Volunteers are at least eighteen (18) years of age or older unless prior approval is granted by the Department as indicated below.

Minors Age _____ and above may participate in cleanup events: _____ YES _____ NO

3. To ensure that one supervising adult must be present for every four minors, if approved by the Department, during cleanup events.
4. To ensure that all Minor Volunteers under the age of eighteen (18) years old must have a Minor Participation Permission form completed prior to participation in the program. The Volunteer Group Leader shall collect and keep these forms on file, and must submit the original form(s) to the Department prior to each and every clean-up event.
5. To evaluate all Volunteers to determine that they have been instructed and are suitably responsible individuals who will abide by the Adopt-A-Street Safety Rules and use due care and caution while participating in this clean-up program.
6. To instruct each Volunteer prior to his/her participation in any clean-up event activity. Each Volunteer will have reviewed the Adopt-A-Street Safety Rules prior to participation in the program.
7. To educate all Volunteers in the Volunteer Group that this program will expose Volunteers to traffic along roadways, as well as other potential hazards. It is the Volunteer Group's responsibility to provide the Department with a copy of the Adopt-A-Street Volunteer Consent and Release form with names and signatures of individual Volunteers in the cleanup prior to each and every clean-up event.

The Department does hereby agree to:

1. Conduct a safety orientation for the Volunteer Group Leader prior to the first cleanup and provide safety materials and training aids for use in instructing Volunteers.
2. Furnish and install an Adopt-A-Street sign with the Volunteer Group name or acronym displayed at the assigned area following completion of the first cleanup event.
3. Furnish the Volunteer Group with trash bags and safety equipment for Volunteers to use during cleanup activities in the Safety Kit.
4. Arrange removal of the filled trash bags through the Public Works department.
5. Assist the Volunteer Group, in cleaning up litter and/or debris under unusual circumstances (i.e., when large, heavy, or hazardous items are found)
6. Coordinate, at its discretion, publicity efforts with the Volunteer Group to solicit local media coverage.

The term of this Agreement shall commence on this _____ day of _____, in the year _____ and shall be renewed every two years unless terminated by the Department or the Volunteer Group. Upon termination of this Agreement, the Adopt-A-Street signs will be removed and remain the property of the Department.

Disclaimers:

1. In the sole judgment of the Department, should the Volunteer Group not meet the terms and conditions of this agreement, the Department may terminate the adoption agreement immediately and remove the group's Adopt-A-Street signs.
2. The Department is authorized to suspend this Agreement temporarily if road maintenance and/or construction is required within the limits of the assigned area. Once these activities have been completed the Volunteer Group will be notified and the Agreement restored.
3. This Agreement is not assignable or transferable, either in whole or in part

Additional Recommendations:

1. It is recommended that the Volunteer Group have at least one person on the crew with a valid First Aid Card during cleanup activities.
2. It is also recommended that the Volunteer Group have a cellular phone or radio on site in case of emergency.
3. Recycling is an accepted and encouraged activity. Volunteer Groups are responsible for taking recyclable materials to transfer stations.

VOLUNTEER GROUP INFORMED CONSENT AND RELEASE:

The Volunteer Group and its Volunteers, collectively and individually, agree to release and forever discharge the City of Belton, its officers and reason of their participation in the Adopt-A-Street Program or any of its activities in which they participate.

On behalf of _____, Volunteer Group, I have read the terms and conditions for participation, and I acknowledge receipt of and agree to abide by all the aforementioned terms and conditions.

I CERTIFY THAT I AM AUTHORIZED TO SIGN THIS AGREEMENT ON BEHALF OF VOLUNTEER GROUP, AND CONSENT TO ITS TERMS.

VOLUNTEER GROUP LEADER**CITY OF BELTON PUBLIC WORKS DEPARTMENT**

Signature _____ Date _____

Signature _____ Date _____

Print Name _____

Print Name _____

Organization and Position _____

Organization and Position _____