

CITY OF NEWPORT NEWS
ADOPT-A-SPOT AGREEMENT

DATE: _____

Litter Control Organization: Newport News Public Works
Community Maintenance
513 Oyster Point Road
Newport News, Virginia 23602
Ph (757) 812-5840 Fax (757) 269-2725

In order to enhance the environment and the appearance of our community, the applicant(s) undersigned, request permission to Adopt-A-Spot at the following location (address or boundary description):

Said work will be performed under and in accordance with the City of Newport News' terms attached hereto and incorporated herein by reference.

Applicants with whom agreements are signed shall at all times indemnify and save harmless the City of Newport News, their officials or agents, from responsibility, damage or liability arising from the exercise of the privileges granted under this agreement.

This agreement may be terminated by the City of Newport News at any time the applicant(s) do not comply with this agreement or at any time the applicant's work effort is considered unsafe. The City reserves the right to revise or discontinue this program at any time.

Applicant(s) hereby assume all risk of damage or injury or resulting from the activities performed hereunder, and recognize that certain risks are inherent in litter pick up, especially in areas open to the public.

It is understood that the applicant is not an employee or volunteer of the City while participating in the Adopt-a-Spot program. As such, the City of Newport News is not providing any worker's compensation insurance, general liability or automobile insurance or uninsured/underinsured insurance motorist coverage, for the acts or omissions of applicant while engaged in any activities arising out of or related to this Adopt-a-Spot agreement and program. It is further understood that the City will not defend, hold harmless, or indemnify the applicant for any claims of loss, injury, death, or damage arising out of or related to this Adopt-a-Spot agreement and program.

ADOPTING GROUP OR INDIVIDUAL: _____

Primary Contact Name (print)

Secondary Contact Name (print)

Primary Phone No.

Secondary Phone No.

Primary Address

Primary E-mail address (for communication, newsletter, litter/recycling related information)

Primary Title

Primary Signature

<p>Exact name and spelling to be on sign (print):</p> <p>_____</p> <p>_____</p>

**FOR OFFICE USE ONLY
DO NOT WRITE BELOW THIS LINE**

The undersigned is the owner, agent, or government official or representative who has the legal authority to hereby give permission for the property location named in the aforesaid agreement to be involved in and designated in the Adopt-A-Spot program as administered by the City of Newport News.

Date: _____

Authorized City Official

Title

Permission is hereby given to perform the work described, insofar as the City of Newport News has the right, power, and authority under this agreement:

Adopt-A-Spot Coordinator

Date

Training Received by: _____

Date: _____

Sign Installed _____

ADOPT-A-SPOT PROGRAM

To encourage citizen participation in litter cleanup of designated areas in their community at regular intervals. Individuals, organizations or businesses may agree to keep a designated area, other than a highway, cleared of litter for a two-year period.

In exchange, program participants are given materials to help them with the cleanup and a sign bearing their name to be posted in the area. At the end of the two-year period, the program participants will receive a special certificate of appreciation and may renew their agreement.

ADOPTABLE LOCATIONS: include parks, vacant lots, parking lots, walkways, streets, campuses, public grounds or other littered areas.

Parties interested in Highway cleanups should be referred to the Virginia Department of Transportation's Adopt-a-Highway program. Those parties interested in locations other than highway cleanup are encouraged to participate in the City of Newport News "Adopt-A-Spot" program.

1. The Adopt-a-Spot agreement must be approved by the City of Newport News.
2. The City's litter control coordinator should coordinate, review and approve the proposed area(s) of adoption. If there is a question of safety or health, the proposed adoption should not be approved.
3. Any local community organization, business or individual (18 years or older) will be allowed to adopt a spot, provided that the City of Newport News reserves the right to deny adoption requests or requests for signs or other supportive material for any reason whatsoever.
4. All participants must sign the agreement. If there are any special concerns, write, "see attachment" on the agreement form, provide such concerns on a separate page, and sign your name on the attached page.
5. Participants will be required to adopt for a minimum of two years, with four cleanups per year.
6. Group members less than 15 years of age must be supervised by an adult at least 18 years of age. There should be one adult 18 years of age or older for every six group members less than 15 years of age. (NO BABIES PLEASE!)
7. Participants are suggested to hold at least two meetings a year to review safety and other guidelines. No participants may be involved in a litter cleanup unless they have attended at least one such meeting a year. Coordinators should devise a means of being assured by the participants that these meetings have been held.
8. The City of Newport News will supply participants with trash bags and safety vests. The group's representative should contact the City before a planned cleanup to arrange for pickup of materials.

9. The City Staff should assist in scheduling the disposal of filled trash bags, with the Public Works Director or a private industry liaison.
10. Participants are urged to separate and recycle appropriate materials for their benefit.
11. One sign noting the program (Adopt-a-Spot) and the participant's name will be provided for installation in the cleanup area. Signs will be made according to specifications and artwork supplied by the City of Newport News. Participants may purchase a second sign at their own expense.
12. After each cleanup, adopting groups must file an activity report detailing the number of people involved, number of pounds of litter picked up, how many pounds of recyclable materials were separated out/type of material, and hours spent. Printed forms will be provided by the City of Newport News, or you may submit report online at www.nngov.com/pwdept/sw. Completed forms must be delivered/sent to the City's Public Works Community Maintenance Office.
13. The City of Newport News reserves the right to revise these terms as needed. The adopting group or individual should receive copies of these program conditions, the signed agreement, the safety tips and the activity reporting form.