

# Adopt-A-Spot

Keep Colleyville  
**BEAUTIFUL** 

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**Keep Colleyville Beautiful**  
ADOPT-A-SPOT PROGRAM

For questions related to this program please contact:  
Roger Nelson, Chair, Keep Colleyville Beautiful at 817.488.7148 [roger@railnet.com](mailto:roger@railnet.com)

# **Keep Colleyville Beautiful**

## **Adopt-a-Spot Program**

### **Adopt-a-Park / Adopt-a-Street Terms and Adoption Agreement**

The mission of Keep Colleyville Beautiful is to enhance the environment of Colleyville through involvement in litter eradication and beautification projects. The Adopt-A-Spot Program gives civic-minded individuals, organizations, and businesses the opportunity to participate in creating a cleaner more beautiful community.

Keep Colleyville Beautiful and \_\_\_\_\_

\_\_\_\_\_, hereinafter called "Volunteer", recognize the need and the desirability of clean, well maintained rights of way and are entering into the Agreement to permit Volunteer to contribute toward the effort of maintaining clean and well maintained rights of way. In consideration of the rights provided for herein, the sufficiency of which is hereby affirmed, Keep Colleyville Beautiful and Volunteer agreed to the following. By signing this Adoption Agreement, the Volunteer(s) and/or entity acknowledge(s) the potentially hazardous nature of the work to be performed, and agree to the Program Terms listed below.

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#### **Volunteer Responsibilities:**

- Prior to participation each volunteer will attend a safety meeting
- Conduct a general cleaning, trash removal, weeding etc. of the adopted area a minimum of six (6) times per year. One clean up every two (2) months is required. Cleanups should be scheduled to coincide with Colleyville's Clean Sweeps.
- Place all collected litter in tied bags at your Adopt-A-Spot sign for collection.
- Call in location and number of bags as soon as clean up is completed to Colleyville Public Works Department 817.540.0609
- Provide each member a copy of the attached Safety Information Sheet.
- Obey and abide by every law, regulation, term and condition that relates to safety as required by the City of Colleyville. Or the state of Texas.
- Provide adult supervision for volunteers 16 years of age and younger.
- The volunteer shall not subcontract or assign its duties or responsibilities to any other individual or entity.
- Prohibit possession or consumption of any alcoholic beverage.
- Wear safety gear and equipment when required.
- Provide and maintain drinking water and a first aid kit on site.
- Submit your cleanup information annually to Keep Colleyville Beautiful located at 6700 Colleyville Blvd. in the Colleyville Area Chamber of Commerce.
- Appoint an individual to act as spokesperson.
- At the end of the second contract year, volunteer will have the option to renew for an additional two-year period.

#### **Keep Colleyville Beautiful / City of Colleyville Responsibilities:**

- Provide and maintain the Adopt-A-Spot signage
- Provide safety vests and trash bags.
- Maintain clean up records.
- Provide list of sites to be adopted.
- Remove filled trash bags or other debris after completion of maintenance.

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It is agreed by all parties that if the maintenance of the contracted area is not being performed according to the terms agreed upon, the individual, or organization will be given thirty (30) days notice of termination, after which the signage will be removed.

#### ADOPTING CONTACT INFORMATION

Date: \_\_\_\_\_

Individual or Organization Name: \_\_\_\_\_  
(As you wish it to appear on the sign)

Adopt-A-Spot Location: \_\_\_\_\_

#### Primary Contact Person:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

#### Secondary Contact Person:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

This **AGREEMENT** may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument.

**AGREED TO AND EXECUTED** on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_  
Keep Colleyville Beautiful

\_\_\_\_\_  
(printed name)  
Volunteer

\_\_\_\_\_  
(signature)  
Keep Colleyville Beautiful

\_\_\_\_\_  
(signature)  
Volunteer

**STATE OF TEXAS**                    §  
  §  
**COUNTY OF TARRANT**         §

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, of \_\_\_\_\_, known to me or proved to me on the oath of \_\_\_\_\_ or through \_\_\_\_\_ (description of identity card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed and in the capacity therein stated.

Mr./Ms. \_\_\_\_\_ furthermore attested that he/she is signing this Adoption Agreement in his/her capacity as \_\_\_\_\_ of \_\_\_\_\_ and that such capacity makes his signature valid to bind the entity, \_\_\_\_\_.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

My Commission Expires:  
\_\_\_\_\_

# **SAFETY INFORMATION SHEET**

**(All volunteer participants are to receive this sheet)**

## **Keep Colleyville Beautiful Adopt-a-Spot Program**

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Below is a list of suggestions from Keep Colleyville Beautiful to help make your cleanup experience a safe one!

#### **DO:**

- Wear gloves and thick-soled closed shoes
- Wear long pants and long sleeves shirts
- Wear safety vests or bright colored clothing for roadside cleanups
- Wear sunscreen and insect repellent
- Drink plenty of fluids in extreme temperatures
- Be aware of your surroundings and any potential hazards
- Use the “buddy-system” work in teams to maximize safety
- Wash hands with antibacterial soap after the cleanup
- Know emergency procedures, such as the location of the nearest emergency facility and how to quickly summon an ambulance or the police

#### **DON'T:**

- Pick up hazardous materials
- Over stuff bags
- Attempt to move large objects
- Schedule clean ups during peak pedestrian or traffic hours
- Conduct clean ups during extremely inclement weather
- Allow minor children to participate without adult supervision
- Perform any activities outside of your physical capabilities
- Use power tools or motor driven equipment

# CLEANUP PARTICIPATION FORM

## Keep Colleyville Beautiful

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ORGANIZATION: \_\_\_\_\_

ADOPT-A-SPOT LOCATION: \_\_\_\_\_

SCHEDULED CLEANUP DATE: \_\_\_\_\_

#### Participant Log:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
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**THANK YOU FOR WORKING TO KEEP COLLEYVILLE BEAUTIFUL**