



## City of Atlanta Adopt a Spot Litter Reduction Program Guidelines

The City of Atlanta Adopt A Spot Litter Reduction Program allows volunteers to keep a portion of the City's public areas free of litter and properly maintained. Any portion of the City's public right-of-way, is eligible including traffic islands, medians, city owned lots, and MARTA stops, if available.

Applicants are required to adhere to the following guidelines:

1. An application (attached) must be completed, indicating all relevant contact information, group information if you are volunteering as part of a group, program selection and right-of-way selection. The selection of a public area should be precise and clearly identifiable. **All volunteers will be asked to select an area that has a significant and identifiable need for litter reduction efforts.**
2. A Liability Waiver form (attached) must be completed and submitted for each volunteer at the same time the application form is submitted.
3. All volunteers must sign up individually and submit separate Liability Waiver forms, even if you plan to pick up litter as part of a regular group effort.
4. All volunteers under the age of 18 will require parent/guardian signatures on sign-up and Liability Waiver forms. **Volunteers under the age of 15 must be accompanied by adult supervision.**

Volunteers wishing to "adopt" a portion of the City's public right-of-way, Traffic Island or City owned lot, should turn in completed forms to: City of Atlanta Department of Public Works, 55 Trinity Avenue, SW Suite 4700 Atlanta, GA 30303.

5. All volunteers will be expected to review and practice all safety recommendations (attached) provided by this **public area adoption/litter reduction program.** Safety is a paramount concern.
6. All individuals and groups are expected to make a commitment for a minimum of 1 year. Your group is asked to remove litter & maintain your respective right-of-way **MONTHLY** and/or as needed. Volunteers are specifically encouraged to work as part of a recognizable group (family, business, church, club, civic, etc.) and to take appropriate measures to contain, store and dispose of all litter, debris, yard trimming collected during any clean-up event. If you are planning or having an extraordinary event that may require assistance with pick-up of your bagged litter collections, please contact Public Works in advance to make appropriate arrangements.
7. Please inform the Department of Public Works in writing if you and/or your group are unable to keep your adoption commitment. Your spot will become eligible for someone else.
8. Adopt a Spot areas are checked regularly by the Department of Public Works. You will be notified if particular problem develop in your adopted area.
9. The City of Atlanta reserves the right to preserve the integrity of the public right-of-way limiting the amount of adoptable spots in any given area.

*Please consult with the Georgia Department of Transportation regarding state owned lots and state highways.*



*Lend a hand to keep public spaces clean!*

## Adopt a Spot Application

Yes! I want to adopt a spot in the City of Atlanta!

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

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

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

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

Home Phone: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

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

Group Affiliation, if any \_\_\_\_\_

If you are a member of a group, are you the group's designated spokesperson?

( ) Yes ( ) No

Name to be placed on the Adopt A Spot sign: \_\_\_\_\_

Note: Sign installation will occur after the agreement is assigned. Allow 6-8 weeks for sign installation.

I would like to adopt the following location (s) if available. *(Please be as specific as possible)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*\*\*\*\*CONSENT OF PARENT OR GUARDIAN IF VOLUNTEER IS UNDER AGE 15\*\*\*\*\*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For Office Use Only:**

Date Application Accepted: \_\_\_\_\_ Volunteer ID#: \_\_\_\_\_

Area Assigned: \_\_\_\_\_

Liability Waiver Attached ( ) Yes ( ) No

Application Accepted/Processed By: \_\_\_\_\_

**Return application to:  
Department of Public Works,  
Office of Commissioner  
Attention: Adopt-a-Spot  
55 Trinity Avenue SW, Suite 4700  
Atlanta, Georgia 30303**



# Release of Waiver of Liability

*Lend a hand to keep public spaces clean!*

**THIS RELEASE AND WAIVER OF LIABILITY** (the "Release") executed on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ (the "Volunteer") in favor of **CITY OF ATLANTA, GEORGIA**, a Georgia Municipal Corporation ("Atlanta"), its elected officials, officers, employees, and agents.

**IN CONSIDERATION OF THE VOLUNTEER BEING ABLE** to serve as a volunteer for the City of Atlanta in any activity which include but not limited to participation in the City's Adopt-a-Right-of-Way program or any other volunteer program created by the City of Atlanta for the maintenance, improvement or work in or upon City facilities, or any other related City of Atlanta activity, the undersigned Volunteer and/or guardian do hereby freely, willfully, and without duress execute this Release and Waiver of Liability under the following terms:

- 1. WAIVER AND RELEASE:** Volunteer and/or guardian does hereby release and forever discharge and hold harmless the City of Atlanta, its elected officials, officers, employees, board members, and agents and their successors and assigns from any and all liability and claims, demands, rights of action, or actions, of whatever kind of nature, either in law or equity, which arise or may hereafter arise from Volunteer's activities with the City of Atlanta; Volunteer and/or guardian understands and acknowledges that the execution of this Release discharges and will discharge the City of Atlanta from any liability or claim that the Volunteer may have against the City of Atlanta with respect to any bodily injuries, personal injuries, illnesses, death, or property damage which may result from Volunteer activities with the City of Atlanta. Volunteer and/or guardian further understands that the City of Atlanta assumes no responsibility for and is not obligated in any way to provide financial assistance or other assistance including but not limited to medical, health, or disability insurance, in the event of injury, illness, death, damage. Volunteer and/or guardian agree to hold harmless and indemnify the City of Atlanta from any legal matter, lawsuit, or litigation arising from this volunteer relationship.
- 2. MEDICAL TREATMENT:** Volunteer and/or guardian does hereby further release and forever discharge the City of Atlanta and its elected officials, officers, employees, board members, and agents from any claim whatsoever which arises or may hereafter arise on account of any first aid, treatment, or service rendered in connection with the Volunteer's activities with the City of Atlanta. Volunteer and/or guardian understand and acknowledge that the execution of this Release will release the City of Atlanta from any financial or other assistance in the event of injury, or death, or property damage. **All volunteers are encourage and expected to maintain their own medical and health insurance.**
- 3. ASSUMPTION OF THE RISK:** Volunteer and/or guardian recognized and understands that the activities with the City of Atlanta shall include but is not limited to, inherently hazardous activities such as picking up trash and debris along public road and streets, construction, loading and unloading, and transportation to and from the work sites. Volunteer and/or guardian hereby expressly and specifically assumes the risk of injury or harm in these situations and releases and discharges the City of Atlanta from and waives any and all liability for any injury, illness, death, or property damage resulting from the activities of the Volunteer with the City of Atlanta.
- 4. INSURANCE:** All volunteers are expected and encouraged to arrive with their own health insurance plans in effect.
- 5. OTHER:** Volunteer and/or guardian expressly agrees that this Release is intended to be as broad and inclusive as permitted by the laws of the State of Georgia. Volunteer and/or guardian agrees that in the event that any clause or provision of this Release shall be held to be invalid by any court of competent jurisdiction, the invalidity of such clause or provision shall not otherwise affect the remaining provisions hereof which shall continue to be enforceable. Volunteer hereby grant and convey unto the City of Atlanta all right, title, and interest in any and all photographic images and/or video or audio recordings made by Peachtree City during the volunteer's activities with the City of Atlanta, including, but not limited to any royalties, process, or other benefits derived from such photographs or recordings. Volunteer and/or guardian understand that the City of Atlanta is not agreeing to employ said volunteer, and that no employer/employee relationship exists between the parties. Volunteer and/or guardian understand this is the complete and only agreement between the parties.

**IN WITNESS WHEREOF**, Volunteer has executed this Release as of the day and year first above written.

VOLUNTEER: \_\_\_\_\_ WITNESS: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ Phone # \_\_\_\_\_

**If volunteer is a minor (under the age of 18), parent/guardian signature is required. If Volunteer is under the age of 15, reasonable supervision by an adult (person age 18 or over) is required.**

GUARDIAN: \_\_\_\_\_ Phone # \_\_\_\_\_

In case of emergency, contact \_\_\_\_\_ Phone # - Day \_\_\_\_\_

Address: \_\_\_\_\_ Phone # - Evening \_\_\_\_\_

Family Physician \_\_\_\_\_ Phone # \_\_\_\_\_

Allergies (Medicine, Food, etc.) \_\_\_\_\_



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## Safety Recommendations

**The following safety recommendations are taken from the Georgia Department of Transportation "Adopt-a-Highway" Rules and Regulations. All groups and individual volunteers are urged to consider them accordingly:**

1. Carpool to the litter pick-up area if possible to keep vehicles to a minimum.
2. Park vehicles away from the roadway.
3. Keep work group to a manageable size.
4. Closely supervise youth group. Volunteers age 12 and under should be discouraged from collecting litter in streets.
5. Do not remove any hazardous materials found on the site.
6. Stay clear of construction areas.
7. Do not pick-up litter on bridges and overpasses or in tunnels.
8. Hold safety meetings with group prior to litter pick-up activities.
9. Do not pick-up litter during inclement weather, hours of darkness or hours of peak traffic.
10. Be aware of possible contact with poisonous plants, stinging insects, fire ants and snakes.
11. Consider the possibility of any participant's known allergies prior to litter pick-up.
12. Do not allow participants to partake of, possess or distribute alcoholic beverages while involved in litter pick-up.
13. Make participants aware that they are working in a potentially dangerous environment and caution them to act accordingly.
14. Use gloves and protective clothing and urge all participants to do so.