

# Adopt-a-Street

REGISTRATION PACKAGE  
INDIVIDUALS & FAMILIES



## Participant Application Individual/Family

The City of Surrey collects personal information under s.26(c) of the Freedom of Information and Protection of Privacy Act for the purpose of processing your application and general communication. For questions regarding the collection of personal information, please contact the Adopt-A-Street Coordinator (contact information found at bottom of page).

Group ID:	Renewal or New Application:	
<b>Contact Information (Please Print)</b>		
Name to Appear on Sign:	Number of Participants:	
<b>Main Contact Information</b>		
Main Contact:		
Address:	City:	Postal Code:
Phone:	Email:	
Preferred Contact Method (Email, Mail or Phone):		
<b>Streets to be Adopted</b>		
<b>Along</b>	<b>From</b>	<b>To</b>
<i>Example: 999 Street</i>	<i>11 Ave</i>	<i>22 Ave</i>

**Return this form to:**  
 Adopt-A-Street Coordinator  
 City of Surrey, Engineering Operation, 6651-148 Street, Surrey, BC V3S 3C7  
 T: (604) 590-7272 F: (604) 591-7836  
 Email: [AASProgram@surrey.ca](mailto:AASProgram@surrey.ca)

There is a chance that the email you send to us could be intercepted in transit or sent to the wrong address. If you are concerned about the confidentiality of information, including your personal information, in transit, you should send it to us by a secure means. The City of Surrey's preferred method of delivery is by email. If you wish to remove your email as a contact method please contact the coordinator.

## Statement of Commitment

### Individual or Family

The Adopt-a-Street Program is a cooperative effort between the City of Surrey and citizens of Surrey who wish to contribute to the appearance of their community. Both parties therefore commit to each other to perform certain activities for keeping cleaner and safer streets.

It is understood that at no time is the safety of any volunteer to be compromised in the performance of cleaning activities.

#### **THE ADOPTER agrees to:**

1. Remove litter along one kilometer or more section of a municipal street once a month for a minimum of two years. After each clean up, record efforts and observations on the Clean-Up Report form.
2. Ensure that appropriate tools and equipment are used during clean-up and avoid direct contact with items that have the potential to be hazardous or injurious. Items such as syringes, condoms and animal parts shall not be touched. Hazardous litter and exceptionally heavy or unyielding objects shall be reported immediately to the Program Coordinator or by calling 604-591-4152.
3. Report to the Program Coordinator any injury incurred by any participant during clean-up activities. The injury will be reported within two working days of the incident and shall include:
  - The name of the injured person,
  - The time and date of the incident,
  - The nature of the injury,
  - Details of the incident, and
  - The name of any hospital or clinic attended.

#### **THE CITY OF SURREY agrees to:**

1. Supply operating materials which may include, but not limited to, safety vests, litter bags, gloves and litter pickers.
2. Arrange for the removal and disposal of any litter and materials collected from the designated street.

3. Provide third party liability insurance for injury and property damage arising out of the activities of this program. (Such insurance does not cover any loss suffered by participants in the program.)
4. Supply and install two Adopt-a-Street signs with the adopter's name on each sign. These shall be placed at either end of the designated section of street when the adopter has satisfactorily performed the duties stated in this agreement.

I have read and understood this Statement of Commitment, and I agree to the terms of participation.

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Adopter

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Address

City, Postal Code

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Phone Number

Date

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Signature of Adopter

Signature of City of Surrey Representative

Office Use Only:

Group ID \_\_\_\_\_

Road Section Length \_\_\_\_\_

# Release and Waiver Agreement

## Individual or Family

This agreement affects your legal rights. Please read carefully.

TO: THE CITY OF SURREY, ITS OFFICERS, EMPLOYEES, DIRECTORS AND VOLUNTEERS  
("THE CITY")

### ASSUMPTION OF RISK

I am aware that engaging in an Adopt-a-Street Program activity may involve certain risks, dangers and hazards including but not limited to contact with dangerous debris, slips or trips and falls on slippery or uneven surfaces and collision with passing traffic.

I have read the Guide to Safe Litter Clean-Up and I agree to wear a safety vest and gloves while participating to minimize any such risks and I freely accept and fully understand and assume all risks and dangers associated with this activity.

### RELEASE OF LIABILITY AND WAIVER OF CLAIMS AGREEMENT

By participating in the Adopt-a-Street Program, I hereby agree as follows:

- 1) To waive any and all claims that I have or may in the future have against "the City".
- 2) To release "the City" from any and all liability for any loss, damage, injury or expense that I or my next of kin, heirs, executors, administrators, successors or assigns may suffer as a result of participating in the Adopt-a-Street Program due to any cause whatsoever, including negligence on the part of "the City".

This release shall be effective and binding on my heirs, next of kin, executors, administrators, successors and assigns in the event of my death. I am aware that by signing this release I am waiving certain legal rights that my heirs, next of kin, executors, administrators and assigns may otherwise have against "the City".

I have read and understood this Release prior to signing it. (A parent or legal guardian signature is required for participants under 19)

Signed at \_\_\_\_\_ this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Participant	Address	Witness

Parent/Legal Guardian (if participant is under 19 years of age)	Address	Witness



# Guide to Safe Litter Clean-Up

## The role of the Contact Person

The Contact person is responsible for submitting all required documentation to the City of Surrey's Adopt-a-Street Program Coordinator, and serves as the liaison between the City and any volunteers represented. As a leader for a group, the Contact Person or designate is also responsible for reminding volunteers to use good judgment and safe practice during cleanup activities. The items in this guide should be discussed with the group prior to each clean up event.

**Remember Safety First!** Under no circumstance is the welfare of a participant to be compromised during clean-up activities.

## Safety Checklist

1. **DISCUSS THE CLEAN-UP ROUTE.** Take note of any areas of concern or potential danger, such as high traffic areas or locations where there is limited vision of approaching traffic.
2. **SUPERVISE MINORS.** Ensure there is a responsible adult present to supervise minors.
3. **PREPARE YOUR MATERIALS.** Make sure you have all tools and materials required to complete your task safely and efficiently. Check that your equipment is in good working condition.
4. **REVIEW SAFETY INSTRUCTIONS** with participants:
  - **Watch for cars and other vehicles.** As drivers may not expect to see volunteers working, participants should watch out for all vehicles in the area.
  - **Obey all traffic regulations.** Volunteers should obey all signal and traffic lights and use intersections and marked crosswalks, where available.
  - **Handle dangerous litter carefully.** Dangerous litter such as broken glass or other sharp objects should be handled carefully to avoid injury. These items should only be handled with litter pickers (tongs) or swept with a broom and picked up with a dust pan. It is a good idea to designate one person to pick up dangerous items with a litter picker, especially if children are in your group.
  - **Volunteers must NOT handle hazardous litter.** Objects that contain corrosive chemicals (i.e. car batteries) or objects that may carry harmful bacteria or disease (i.e. dead animals, syringes, etc.) should not be touched. Please flag where you find these items and contact the Program Coordinator or call 604-591-4152 for proper collection and disposal.
  - **Never reach blindly to pick up an item.** Use a tool or stick to "identify" the item before picking it up.
  - **Work in pairs or teams.** This is safer than working alone as it allows volunteers to look out for each other.

### **Walking on Streets**

- Work on one side of the street at a time.
- Start your litter pick up at the opposite end of the road from your Adopt-a-Street sign.
- Pick up litter walking against traffic. This ensures all volunteers are facing oncoming traffic and aware of dangers.
- Leave garbage bags at each Adopt-a-Street Program sign, if possible. If the bags are too heavy, leave them at the point where they are filled.

### **Volunteer Clothing**

- Always wear the safety vests and gloves provided
- Participants should wear suitable footwear – boots or closed-toe shoes
- Dress appropriately for the weather
- Avoid the use of headphones or restrictive clothing

### **In Case of an Emergency**

- If possible, keep a cell phone handy or know where the nearest phone is in case of an emergency
- Have transportation available
- Know the quickest route to the nearest hospital in case of a serious injury

### **General Tips**

- Avoid horseplay while working
- Prohibit any alcohol and/or illegal drugs
- Keep an adequate supply of water
- Report your clean-up activities to your coordinator on the participant record form. Include any significant irregularities, and be sure to report any injuries immediately.



GROUP ID \_\_\_\_\_

## Clean-Up Report

Please record all clean-up events on this form and return it to the address below after completing the form. To request collection of yellow bags or to report illegally dumped material, please call 604-591-4152

From: \_\_\_\_\_

Contact Name	Phone Number/Email
Address	

Organization Name: \_\_\_\_\_

### Clean-Up Record:

Clean-Up Date	Number of Volunteers	# Hours	# Bags	Estimated Weight	Unusual/ Large Items	Incidents/ Injuries	Observations
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	
						<input type="checkbox"/> Yes <input type="checkbox"/> No	

RETURN THIS FORM TO:  
Adopt-a-Street Coordinator

City of Surrey, Eng. Operations  
6651 – 148 Street  
Surrey, BC V3S 3C7

Phone: 604-590-7272  
Fax: 604-591-7836  
Email: AASProgram@surrey.ca