



Adopt-A-Drain Program
2145 Suttle Avenue
Charlotte, NC 28208-5237

CONTRACT INSTRUCTIONS

This page is for information purposes only and should be retained for your records. The Adopt-A-Drain (AAD) Contract on page 2 is the final step to adopting a storm drain. The Participation Waiver Form on page 4 must be signed by each person, ages 18 and over, participating in storm drain cleanup activities. Youth, under age 18, should have the Youth Participation Release Form on page 5 signed by a parent/guardian. **If a person is under age 14, they must be accompanied by a parent/guardian in order to participate in AAD.** Once a person signs the waiver/release, that signature will cover all of the cleanups he/she participates in during the contract period. Additional waiver/release forms will be included with your supplies for new participants to sign.

Pages 2, 4, and 5 (if applicable) should be completed and returned to your AAD Coordinator via mail or email (Attn: Adopt-A-Drain Coordinator). **A completed contract and waiver/release form(s) must be received by our office before your group can conduct its first cleanup.** In addition, the Safety Rules and Guidelines document on pages 6 and 7 should be read before conducting your cleanup. All documents related to the AAD Program can be found on our website at <http://charlottenc.gov/StormWater/Volunteer/Pages/AdoptADrain.aspx>.

CLEANUP INFORMATION

Gloves, trash bags, and orange safety vest will be included in your Adopt-A-Drain starter kit. Supplies will be mailed to the volunteer once the contract has been submitted. The Field Data Sheet included on page 3 must be completed and submitted after each cleanup. The data sheet can be mailed to the address below, submitted online via the website listed above, or scanned and emailed to the AAD coordinator.

We appreciate your interest and participation in the AAD Program. Please do not hesitate to email if you have any questions or concerns: STW-Volunteers@MeckNC.gov



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ADOPT-A-DRAIN CONTRACT

Mecklenburg County, the City of Charlotte, our partnering municipalities, and the adopting group recognize the need and desirability of litter-free and healthier streams, rivers, and lakes. The Adopt-A-Drain (AAD) Program has been established for community and civic organizations as well as private businesses and industry to contribute toward this effort.

As indicated by their signatures on page 2 of this agreement, the individual participants of the named entity are aware of the nature of the work which is to be performed and have agreed to follow Charlotte-Mecklenburg Storm Water Services' (CMSWS) rules, policies, safety guidelines, and instructions. If the below named entity enters into a contract with a business, organization, or individual to clean the entity's adopted storm drain ("a contract service"), the contract service agrees that it is aware of the nature of the work which is to be performed and has agreed to follow CMSWS' rules, policies, safety guidelines, and instructions. The individual participants agree to not hold Mecklenburg County or the City of Charlotte responsible for any injuries they, their employees, or their agents may suffer or damages that they, their employees, or their agents may cause or suffer as a result of participation in the program. CMSWS recognizes the following:

Adopting Group Name	
Name of Adopted Storm Drain(s)	
Address of Adopted Storm Drain(s) and ID Number(s)	
Contract Start Date	
Contract End Date	

The above-named adopting group agrees to inspect their storm drain(s) at a minimum of **once per month** and prior to forecasted heavy rains to ensure the drain is free of debris. This agreement shall be valid for the dates listed above. The entity may cancel this agreement upon 30 days written notice to CMSWS.

The following section needs to be completed by the adopting group.

SIGNATURE: _____
PRIMARY CONTACT PERSON

Print Name: _____

Home Phone: _____

Date: _____

Work Phone: _____

Street Address PO Box No. _____

Email: _____

City State Zip Code