

CONTRACT INSTRUCTIONS

This page is for information purposes only and should be retained for your records. The Adopt-A-Stream (AAS) Contract on page 2 is the final step to adopting a segment of stream. Please note that the group name you indicate on the contract is the name that will appear on your AAS street sign. The Participation Waiver Form on page 3 must be signed by each person, ages 18 and over, participating in stream cleanup activities. Youth, ages 10 – 17, should have the Youth Participation Release Form on page 4 signed by a parent/guardian. 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, 3, and 4 (if applicable) should be completed and returned to your AAS Coordinator via mail or email (Attn: Adopt-A-Stream 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 5 and 6 should be read before conducting your cleanup. All documents related to the AAS Program can be found on our website at <http://charlottenc.gov/StormWater/Volunteer/Pages/AdoptAStream.aspx>.

CLEANUP INFORMATION

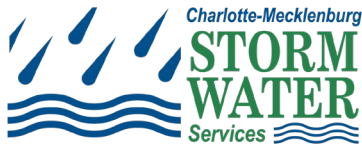
Gloves, trash bags, litter grabbers, and hip waders are provided for each cleanup. Hip waders and litter grabbers are available in limited quantities. We can provide a maximum of 10 pairs of hip waders and 10 litter grabbers per group per cleanup. Hip waders are available in men's sizes 6 - 13. We will try to accommodate all size requests when possible.

We can schedule up to four (4) groups per week (Wednesday – Tuesday); therefore, it is recommended to schedule your cleanups and reserve supplies well in advance of your projected cleanup date. You can do this by contacting your AAS Coordinator via phone or email. Please note that the months of April, May, September, and October are our busiest times for cleanups.

Supplies will be available for pick-up the day before your scheduled cleanup date. For example, if your cleanup date is scheduled for Saturday, November 6, supplies will be ready for pickup on Friday, November 5, unless prior arrangements have been made. Supplies and paperwork will be placed in bins then left in the bus shelter at 2145 Suttle Avenue (located on the left side of the building). Bins will be distinguished by the group's name; please make sure you pick-up the correct one.

Included in the paperwork is a Field Data Sheet that must be completed and submitted after each cleanup. The data sheet can be returned with your supplies, submitted online via the website listed above, or submitted via the Water Watchers App. Collected trash not being disposed of by the group must be left in a location accessible by a sanitation truck, such as a sidewalk, road, or parking lot. The specific address, along with additional details regarding the location of the trash, must be clearly noted on the data sheet so it can be picked up by sanitation personnel.

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



Mecklenburg County, the City of Charlotte, and the adopting group recognize the need and desirability of litter-free and healthier streams, rivers, and lakes. The Adopt-A-Stream (AAS) 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 3 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 segment of stream ("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. Participants agree the sign bearing the group's name will be installed at a road crossing the stream within their adopted segment. The sign will be erected after the second stream cleanup upon receipt of the second completed Field Data Sheet. CMSWS recognizes the following:

Adopting Group Name	
Group Name on AAS Sign	
Waterway Name	
Contract Start Date	
Contract End Date	
How did you hear about this program?	

The above-named adopting group agrees to pick up litter at a minimum of **twice per year** (preferably once in the fall and once in the spring) along its section of stream and promote a better environment in the community. 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. **For college/university student groups**, one contact person must be the group's school advisor.

SIGNATURE: _____
PRIMARY CONTACT PERSON

Print Name: _____

Date: _____

 Street Address or PO Box No.

 City State Zip Code

Home Phone: _____

Work Phone: _____

Fax Number: _____

Email: _____

SIGNATURE: _____
SECONDARY CONTACT PERSON

Print Name: _____

Date: _____

 Street Address PO Box No.

 City State Zip Code

Home Phone: _____

Work Phone: _____

Fax Number: _____

Email: _____



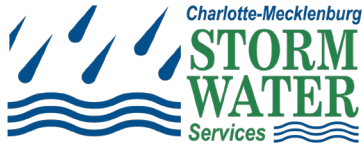
SIGNATORY INSTRUCTIONS

1. Signatures of individual group members participating in one or more stream or lake cleanups are required in the spaces provided below. No person may sign for another person.
2. Participants, ages 10 – 17, are required to have a parent/guardian sign the Adopt-A-Stream Program’s Youth Participation Release Form, which authorizes a youth’s participation in the program.

ADOPTING GROUP SIGNATURES

The following persons will participate in one or more stream cleanups. By their signatures they agree to abide by Charlotte-Mecklenburg Storm Water Services’ rules, policies, safety guidelines, and instructions and to not hold Mecklenburg County or the City of Charlotte responsible for any injuries they may suffer or damages that they may cause or suffer as a result of participation in the **Adopt-A-Stream Program**. They also release to Mecklenburg County and the City of Charlotte the right to edit and use any recordings or photographs for the purpose of advertising, trade, or social media (Facebook, YouTube, Twitter, etc.). The undersigned also agree to keep complete and accurate records of all stream cleanups using the Field Data Sheet. All completed data sheets, waivers, and borrowed supplies need to be returned within 72 hours of the completion of stream cleanup activities.

_____	Signature	_____	Date
Primary Group Contact Person			
_____	Signature	_____	Date
Secondary Group Contact Person			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			
_____	Signature	_____	Date
Signature			



YOUTH PARTICIPATION RELEASE FORM

As the parent/guardian of the minor child named below, age 10 – 17, I hereby give permission for him/her to participate in one or more Adopt-A-Stream Program volunteer cleanups. By my signature I release Mecklenburg County and the City of Charlotte from any liability or responsibility for any injuries or damages he/she may cause or suffer as a result of participation in the Adopt-A-Stream Program. I also release to Mecklenburg County and the City of Charlotte the right to edit and use any recordings or photographs for the purpose of advertising, trade, or social media (Facebook, YouTube, Twitter, etc.).

Parent of Guardian Signature

Print Name of Minor Child

Address

Contact Telephone

City/State/Zip Code

Date

YOUTH PARTICIPATION RELEASE FORM

As the parent/guardian of the minor child named below, age 10 – 17, I hereby give permission for him/her to participate in one or more Adopt-A-Stream Program volunteer cleanups. By my signature I release Mecklenburg County and the City of Charlotte from any liability or responsibility for any injuries or damages he/she may cause or suffer as a result of participation in the Adopt-A-Stream Program. I also release to Mecklenburg County and the City of Charlotte the right to edit and use any recordings or photographs for the purpose of advertising, trade, or social media (Facebook, YouTube, Twitter, etc.).

Parent of Guardian Signature

Print Name of Minor Child

Address

Contact Telephone

City/State/Zip Code

Date