



The City of Lancaster's Adopt-a-Spot Program Packet

*Thank you for
Keeping Lancaster Beautiful*



*For information and support on Adopt-a-Spot, please contact the Parks & Recreation Department
James Mays, 972-218-3708 (o) - 972-218-3626 (f)
jmays@lancaster-tx.com*

City of Lancaster Neighborhood Adopt-A-Spot Program

Purpose

The Adopt-a-Spot Program is a joint effort between our city government and residents to keep our City and neighborhoods clean and beautiful. This program allows our residents, businesses, clubs and organizations to express their pride and commitment to the community, while providing them with signage recognition for their time and efforts spent beautifying the City of Lancaster.

Agreement Conditions

- Adopters will adopt a site within the city limits to be determined by agreement of the Adopters and the City of Lancaster, according to the age of the group members and area to be adopted.
- The Adopters will appoint or select a member to serve as spokesperson/contact person for the group if there is more than one individual adopting the area.
- Adopters must clean up the site monthly on an agreed upon date.
- Post-Cleanup report forms must be completed and submitted via email or hand delivery to 1700 Veterans Memorial Pkwy., within 72 hours of cleaning the site.
- The Adopters will agree to a minimum of a 3 month agreement, renewable upon approval.

Litter Pick-Up

- Litter pick up will be at a minimum of **1 time per month** during the one year adoption period. One of the pick-ups must occur on one of the City of Lancaster's Trash-Off Events. Adopters must submit the results of each clean up (Post- Cleanup report) via email (or) hand delivery within 72 hours of cleaning the site to include the number participating, hours worked and amount of trash collected to the City of Lancaster as soon as possible following a cleanup.
- The City of Lancaster will be responsible for supplying trash bags for the group in the clean up of their adopted area. Requests for bags must be made seven days in advance of clean up.
- The City of Lancaster will pick up and dispose of the trash bags filled by the Adopters after they complete each clean up. The filled trash bags may be left in a neat pile at agreed on location. The City of Lancaster must be notified in advance of your scheduled cleanup day, so that arrangements can be made to collect the filled trash bags and dispose.
- Should any large items such as old furniture, large appliances, etc. be found during litter pick-up, the Adopters should note the location and notify the City of Lancaster. The Adopters should not pick up any materials other than what fits the criteria of household garbage and what is able to be disposed of inside of a trash bag.

City of Lancaster
Parks & Recreation Department

1700 Veterans Memorial Pkwy, TX 75134 * 972.218.3706 * 972.218.3648 FAX
www.lancaster-tx.com

CITY OF LANCASTER ADOPT-A-SPOT APPLICATION

Name of Applicant/Organization: _____

Type of Organization (individual, club, corporation): _____

Number of People in Group (if applicable): _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____

Mailing Address: _____

Home Phone: _____ Work Phone _____

Fax: _____ E-Mail _____

Area of City you are interested in adopting:

The City of Lancaster will assist the adopting group in determining the specific area to be adopted.

Circle one: First Time Adopting Renewal Adoption

Name to appear on Adopt-A-Spot Signs _____

Adoption Period will begin _____ (month/year) and run through
_____ (month/year).

Results of each clean-up must be turned in to Parks and Recreation Department within 5 days after clean-up has occurred. Information to be recorded – Number of participants and number of bags of trash collected. Results may be mailed, called in or emailed to the address below:

Please return form(s) and results of each clean up to:
Parks & Recreation Department
Attn: Jim Mays
1700 Veterans Memorial Parkway, Lancaster, TX 75134
Fax (972) 218-3626 Phone (972) 218-3708 Email: jmays@lancaster-tx.com

City of Lancaster
Parks & Recreation Department

1700 Veterans Memorial Parkway · Lancaster, TX 75134

972.218.3708 · 972.218.3648 (FAX)

www.lancaster-tx.com

Adopt-A-SSRt - Release Form

Voluntary Participation: I acknowledge that I have voluntarily applied to assist in the Adopt-a-SSRW Program, where volunteers collect trash/recyclables from designated areas and dispose/deposit it in the appropriate trash/recycling location. I understand as a volunteer, that I will not be paid for my services; that I will not be covered by any medical or other insurance coverage provided by Keep Lancaster Beautiful, my organization or the City of Lancaster; and that I will not be eligible for any Workers Compensation benefits during my volunteer time.

Release: I agree that I, my assignees, heirs, guardians and legal representatives, will not make a claim against and will hold harmless Keep Lancaster Beautiful, my organization, the City of Lancaster or any of its affiliated organizations, or either their employees, officers or directors, collectively or individually, or the supplier of any materials or equipment used in the project, or any of the volunteer workers, for the injury or death to me or damage to my property, however caused, arising from my participation in the Adopt-a-SSRW Program .

Waiver: I hereby waive and forever release all rights, actions, or causes of action, known or unknown, resulting from personal injury or death to me, or damage to my property, sustained in connection with my participation in the event.

Consent: I will assume and pay any medical and/or emergency expenses in the event of accident, injury or illness, regardless of whether I have authorized such expenses. I further consent to the unrestricted use by City of Lancaster and/or persons authorized by them of any photographs, interviews, videotapes, or similar visual recording of me.

SIGNED, of my own free will, this _____ day of _____, 2021, in Lancaster, Texas.

Volunteer's Signature

Organization or Group

Print Name
(Parents Signature if volunteer is a minor)

Home Address

Print Parent Name

City and Zip code

Emergency Contact

Phone Number

Emergency Contact Phone Number

Email Address _____

Adopt-A-Spot Post-Clean Report Form

REMEMBER: Make extra copies of this blank form, so you will have some to send in for your future cleanups.

After each cleanup, please complete this form and return it to:

Adopt-A-Spot
1700 Veterans Memorial Pkwy.
Lancaster, TX 75134

or FAX to: (972) 218-3626
Scan & Email to: jmays@lancaster-tx.com

Name of Organization

**Report Date
Number**

Contact Person

Phone

Cleanup Location

of Hours Worked

of Bags Filled

Do we need to arrange to have the bags and/or waste picked up? **YES** **NO**

Other comments: _____

Thank You for helping to keep the City of Lancaster beautiful!!!