

# WV ADOPT-A-HIGHWAY PROGRAM

## Change in Route Request Form

ID Number <small>Office use only</small>	PASSWORD <small>OFFICE USE ONLY</small>	COUNTY WHERE HIGHWAY IS LOCATED
ORGANIZATION NAME		DAY TELEPHONE
CONTACT PERSON		EVENING TELEPHONE
MAILING ADDRESS		EMAIL
CITY	STATE      ZIP	FAX

### New Route/Road Requested

ROUTE NUMBER OR ROAD NAME	
STARTING POINT	<small>OFFICE USE ONLY</small> MP
ENDING POINT	<small>OFFICE USE ONLY</small> MP
TOTAL NUMBER OF MILES ADOPTED	

**IF YOUR GROUP NAME HAS CHANGED, A NEW SIGN ORDER FORM WILL NEED TO BE SUBMITTED. OTHERWISE, ONCE THE NEW ADOPTION IS APPROVED, SIGNS WILL BE MOVED.**

**THE ORGANIZATION, BUSINESS, FAMILY OR INDIVIDUAL NAMED ABOVE HAS READ AND AGREES TO ABIDE BY THE ADOPT-A-HIGHWAY RULES AND REGULATIONS PRINTED ON THE BACK OF THIS PAGE.**

**SIGNATURE OF REPRESENTATIVE**

**DATE**

DOH APPROVAL County _____ Date _____	DEP APPROVAL
District _____ Date _____	Date _____

It is the policy of the Department of Environmental Protection & Department of Transportation not to do business, enter contractual agreements or in any way encourage participation in its programs by entities which advocate or participate in discriminatory practice.

## **WV ADOPT-A-HIGHWAY PROGRAM AGREEMENT**

All members of the adopting organization, business or individual, hereafter called adoptee, who participate in this program, shall have reached their 12th birthday. All members who have not reached their 18th birthday shall be closely supervised and have parental consent to participate in this program.

Each participant in this program agrees to watch the "Adopt-A-Highway Safety Training " DVD provided by the Department of Transportation county office before the first cleanup takes place. The Adoptee shall hold its own safety meeting with its membership immediately before all additional cleanups.

The Adoptee shall clean and maintain the adopted highway with its own membership and shall not contract the cleanup out to anyone who is not a member of the adopting organization, business or the Individual her/himself.

The Adoptee shall adopt a section of highway that is a minimum of (2) two miles in length.

This contract shall be in effect for two (2) years and shall be renewable when it expires, if all parties agree.

The Adoptee shall pick up litter a minimum of three (3) times a year. The first cleanup shall be within 90 days of the beginning date of the contract. There shall be at least 30 days between each cleanup. Failure to comply with this requirement is cause for termination.

The Adoptee shall obtain required supplies from the Department of Transportation during normal working hours and shall notify the county office three to five days before the date of the cleanup.

The Adoptee shall wear blaze orange safety vests provided by the State at all times when picking up litter on adopted routes. The state will also furnish garbage bags, traffic control signs and plastic gloves.

The Adoptee further more agrees to properly use "traffic control signs" provided by the Department of Transportation as specified in the "Safety Training Video" at all times when picking up litter. Failure to use traffic control signs is cause for termination of this contract.

The Adoptee shall place filled trash bags at locations designated by the Department of Transportation and agrees to notify the DOH on the morning of the first working day immediately following the cleanup. The division will collect and dispose of bagged litter on the next work day following the cleanup.

If in the judgment of the Departments of Transportation and Environmental Protection, it is found that the Adoptee is not complying with the terms and conditions of this agreement, upon 30 days notice, may terminate this agreement and remove Adopt-A-Highway signs from the highway.

The Adoptee shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damage received or sustained by any person, persons or property because of the operations of the Adoptee pursuant to this contract.

By the signature of the duly authorized representative of the Adopting Organization or Business or the signature of the Adopting Individual on the yellow highlighted section on the front page of this contract the Adoptee agrees to abide by the terms and conditions of this contract.