



ADOPT A SPOT

BEAUTIFICATION PROGRAM

Your community group, school, or business can help keep Fluvanna beautiful and litter free!

Fluvanna's Adopt-A-Spot program gives people of all ages the opportunity to learn about and participate in the preservation of our parks, streams and other natural resources. By adopting a spot, partners will not only make a difference in the cleanliness of our parks and open spaces, but also learn to practice conservation in our backyard. Here's how you can help!

1. Select an approved spot and commit to clean it at least 3 times a year for two years, rally your team and get them excited about making a difference. They will see immediate results!
2. Call 589-2016 to advise when you want to pick up supplies (gloves, safety vests, trash bags, roster sheet(s), etc.) and how many people will be participating. Please give at least 1 week advance notice. Don't forget to state your group's name!
3. Review safety guidelines with your group before starting; These can be found on the back of the reporting form.
4. Pick up your supplies at the one of our Parks and Recreation Operation Centers. (See locations below)
5. After your clean up, please complete the Reporting Form (provided with your supplies and can also be filled out on line at [Adopt-A-Sport program report](#)) and return supplies. **Thank you for helping keep Fluvanna County clean and beautiful!!!**



Please stop by one of our Parks and Recreation Adopt-A-Spot Operation Centers to speak to someone and find out more information about how you can help:

OPERATION CENTERS

Pleasant Grove House Museum
271 Pleasant Grove Drive
Palmyra, VA 22963
(434) 589-2016

Fluvanna Community Center
5725 James Madison Highway
Palmyra, VA 23055
(434) 842-3150



ADOPT A SPOT

Program Application



Contact Information

Group/school/organization/business name: _____

Contact person: _____ Address: _____

Daytime phone: () _____

Evening phone: () _____ City: _____

Cell phone: () _____ State: _____ Zip: _____

E-mail: _____

Cleanup Dates

Fill out the form completely. Please provide no less than one week's notice when scheduling your cleanup. If you do not know how many participants you will have, please estimate.

Cleanup 1

Month: ____ Day: ____ Yr: ____

Start time: _____ AM PM

End time: _____ AM PM

Number of adults: _____

Number of youth: _____

Age/grade: _____

Cleanup 2

Month: ____ Day: ____ Yr: ____

Start time: _____ AM PM

End time: _____ AM PM

Number of adults: _____

Number of youth: _____

Age/grade: _____

Cleanup 3

Month: ____ Day: ____ Yr: ____

Start time: _____ AM PM

End time: _____ AM PM

Number of adults: _____

Number of youth: _____

Age/grade: _____

Reminders for your cleanup

- The week before your cleanup, arrange a time to pick-up supplies. (Gloves, safety vests, trash bags, roster sheet(s), etc.)
- Before your cleanup, remember to read the "ADOPT A SPOT Safety Guidelines" and monitor attendance.
- Place trash bags in assigned location after speaking with your department contact.
- Please return any supplies, roster sheets, etc. promptly to the department after your cleanup.

FOR OFFICE USE ONLY

I certify that the above group has adopted _____, and that they will conduct cleanups on stated dates.

Department Signature

Date Received

Date Approved

ADOPT-A-SPOT Agreement

Fluvanna County's Adopt-A-Spot program is an effort to encourage residents, organizations, and local business participation in litter and invasive weed cleanup of designated areas in our community at regular intervals. Individuals, organizations or businesses may agree to keep a designated area, other than a highway, cleared of litter, brush, and weeds for no less than a two year period.

In exchange, program participants are given materials to help them with the cleanup and a sign bearing their name to be posted in the area. At the end of the two year period, the program participants will receive a special certificate of appreciation and may also renew their agreement.

ADOPTABLE LOCATIONS include parks, vacant lots, parking lots, walkways, specific trails, boat ramps, public grounds or other littered areas set by the Department of Parks and Recreation.

Parties interested in Highway cleanups will need to contact to the Virginia Department of Transportation's Adopt-a-Highway division at 1-800-FOR-ROAD (1-800-367-7623) or e-mail adoptahighway@VirginiaDOT.org. Those parties interested in locations other than highway cleanup are encouraged to participate in Fluvanna County's "Adopt-A-Spot" program.

Terms and conditions

1. All members must sign the release of liability, which is necessary to participate in cleanups. The release can be signed at the cleanup the day of the event if the participant is 18 or older. Minors under the age of 18 must have the release signed by a parent or legal guardian. The group agrees that the release is effective during the time of this Agreement and to be responsible to obtain and maintain signed releases for members that join any time during the term of Agreement.
2. After each cleanup, adopting groups must file an activity report form detailing the number of people involved, number of bags left, how many pounds of recyclable materials were separated out/type of material if known, and hours spent. Printed forms will be provided by Fluvanna County Parks and Recreation, or you may submit report online at [Adopt-A-Spot program report](#). Completed forms must be delivered/sent to Fluvanna Parks and Recreation, Adopt-A-Spot Program, P.O. Box 70, Palmyra, VA 22963 or dropped off with supplies.
3. All participants shall review all safety precautions prior to each cleanup and agree in writing to assume the risks involved in the work by signing the release form.
4. The group agrees to notify the Department of Parks and Recreation at least one week prior to the planned cleanup time.
5. The group agrees to Adopt-A-Spot for a minimum of two years, with a renewal option decided upon by both parties.

6. Participants under the age of 18 must be accompanied by a person over the age of 18.
7. The group shall cleanup a minimum of three times per year during the two-year adoption period.
8. All persons engaged in the Adopt-A-Spot program must use and/or wear appropriate safety equipment to complete the job.
9. Adopt-A-Spot cleanups must be done by two or more people during the daytime. No individuals from the group may undertake Adopt-A-Spot work alone.
10. The group shall obtain Department of Parks and Recreation furnished materials during regular working hours (trash bags, gloves and release forms). Unused trash bags, gloves, and release forms shall be returned back to the Department of Parks and Recreation during regular working hours within one week following the cleanup.
11. The group will place filled trash bags at locations designated by the Department of Parks and Recreation for easy pickup by County staff. Trash will be removed and disposed of by Fluvanna County on the next working day.
12. If group finds litter that is too large to remove safely, inform the Department of Parks and Recreation of its location for removal, which prevents personal injuries and maintains county property.
13. Use of controlled or illegal substances (including alcoholic beverages) is prohibited.
14. The group shall not trespass or interfere with the rights of private landowners.
15. The group shall notify the Department of Parks and Recreation immediately of the occurrence of any injury to any person or accident which occurs during litter pickup.

Fluvanna County Parks and Recreation agrees to

1. Provide recognition of participation in the Adopt-A-Spot program in information about the Adopt-A-Spot program on Fluvanna County's Parks and Recreation website and in printed materials, when applicable.
2. Provide materials to participating Adopt-A-Spot groups including, but not limited to: trash bags, latex gloves, activity report forms and release of liability waivers.
3. Provide safety information to participating Adopt-A-Spot groups.
4. Remove the collected trash on the following working day after an Adopt-A-Spot cleanup event.
5. Assist the Adopt-A-Spot group in planning and at the initial information and safety meeting, when given proper notice of the event.
6. Provide a sign recognizing the Adopt-A-Spot groups commitment on the adopted site within 1 month of the groups anticipated first clean up date.

Adopt-A-Spot Legal Agreement

Whereas, _____
(Group/School/Business Name)

And Fluvanna County Parks and Recreation recognize the need and desirability of litter free parks, trails, boat ramps, streams, public grounds and,

Whereas, Fluvanna County Parks and Recreations Adopt-A-Spot program recognizes our group as an adopting school or organization for _____ and,
(Adopted Spot)

Whereas, our group recognizes the potentially hazardous nature of park, trail, street, stream and other cleanup activities, and desires to protect the health and safety of the cleanup participants;

Now, therefore, our group agrees to inform cleanup participants of safe methods to use in carrying out cleanup activities and enforce the use of these precautions; and,

Further, _____
(Group/School/Business Name)

agrees to hold harmless the County of Fluvanna and all other sponsors of the Adopt-A-Spot program, and any officer, agent, and/or employee of any of them from any claim of liability or injury arising out of, or connected with, the Adopt-A-Spot activities.

Further, our group accepts the responsibility of caring the need for protecting Fluvanna County's natural resources by adopting a spot according to the terms and conditions set in this document for a period of two years, beginning _____, 20____, with cleanups scheduled on the following date(s):

1st) _____ 2nd) _____ 3rd) _____

Signed,
_____ Date _____

PLEASE MAIL, FAX OR EMAIL THE APPLICATION AND AGREEMENT TO:

Fluvanna County Parks and Recreation
ATTN: ADOPT A SPOT Program
PO Box 70, Palmyra, VA 22963
Fax: 434.589.1875
Email: parksrec@fluvannacounty.org

Exact name and spelling to be on sign (print): _____ _____ _____
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Keep Fluvanna Beautiful

ADOPT-A-SPOT

Activity Report Form

Organization/(Name on sign?) _____

Location of AAS _____

Date of activity _____

Number of participants _____ Hours each _____

Number of bags of trash collected _____

Trimming and weeding areas _____

Approved planting – what & how much _____

Comments _____

Findings _____

Please complete and return within 1 week after work day.

Please email, mail, drop by or fax your reports to:

Keep Fluvanna Beautiful
Fluvanna County Parks and Recreation
ATTN: ADOPT A SPOT Program
PO Box 70, Palmyra, VA 22963
Fax: 434.589.1875
Email: parksnrec@fluvannacounty.org



SAFETY GUIDELINES

Please review with all participants before cleanup.

1. Dress appropriately; loose clothing (long sleeved and long pants) are best.
2. Make participants aware that they are working in a potentially dangerous environment and caution them to act accordingly.
3. Wear closed toe shoes.
4. Keep work group to a manageable size.
5. Closely supervise any youth groups. Volunteers age 12 and under should be discouraged from working in or near roads and streets.
6. Always wear your safety green vests the department provides.
7. Wear rubber, work, or gardeners' gloves.
8. Children under 12 years of age must be supervised by someone at least 18 years of age (no infants please).
9. No litter is to be picked up in the street or on roads. Participants must stay clear of traffic at all times.
10. Do not pick up trash in tunnels, bridges, or overpasses.
11. Do not remove or pick up hazardous or any other chemical materials – call in item/location to 589-2016.
12. Be aware of poison ivy, poison oak, etc.
13. Be aware of insects, ticks, chiggers, snakes, etc.
14. Be sure to take breaks whenever needed.
15. Do not schedule outings during inclement weather, hours of darkness or hours of peak traffic.
16. Do not allow participants to consume, possess or distribute alcoholic beverages while participating.
17. Wear sunscreen and insect repellent.
18. Drink plenty of fluids in extreme temperatures.



Need more information about recycling, invasive weed and litter prevention, and how you can help, call 589-2016 or 842-3150 to speak with someone today.

Please Remember, Safety First!

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Email: parksnrec@fluvannacounty.org

