

**Lower Saucon Township  
Northampton County, Pennsylvania**

**ADOPT-A-ROAD PROGRAM AGREEMENT**

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**THIS AGREEMENT**, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, between the Township of Lower Saucon, hereinafter called the Township,

AND

\_\_\_\_\_, with its address at \_\_\_\_\_ hereinafter called the APPLICANT.

**BACKGROUND:**

- A. In order to rid Township roads and streets of litter and to improve the environment, the TOWNSHIP has established an anti-litter program known as “Adopt-A-Road” (the Program), in which volunteer groups adopt a Township road or street, or portion thereof in their community, in order to pick up litter.
- B. The APPLICANT desires to participate in the TOWNSHIP’s Adopt-A-Road Program and the TOWNSHIP desires to provide certain materials and information to the APPLICANT.

NOW, THEREFORE, in consideration of the mutual benefits to be received by the TOWNSHIP and the APPLICANT from participation in this Program, the parties hereto agree to the following:

- 1. The above recitals are incorporated into the body of this Agreement.
- 2. Subject to the conditions set forth below and attached exhibits, the APPLICANT adopts a TOWNSHIP road or street, or portion thereof as set forth in Exhibit A which is attached to and made a part of this Agreement (the Site), for a minimum period of two (2) years beginning on the date to be inserted above subject to the TOWNSHIP’s rights of termination.
- 3. The TOWNSHIP will provide safety materials for use by the APPLICANT.
- 4.
  - a. The APPLICANT will conduct litter pickup at the Site as set forth in **Exhibit A** a minimum of two (2) times per year.
  - b. The APPLICANT shall not conduct any litter pickups on busy holidays or holiday travel weekends or preceding days such as the Wednesday before Thanksgiving, Thanksgiving Day, the Monday following Thanksgiving, Christmas Eve Day, Christmas Day, New Year’s Day, Fourth of July or a Fourth of July Weekend (Friday-Monday), Easter weekend (Friday-Monday), or a Memorial Day or Labor Day weekend (Friday-Monday). All activities must be conducted within one hour after sunrise and within one hour before sunset. Other than the previously stated weekends and holidays, Saturday and Sunday pickups are encouraged.

- c. Participants **MUST** be a minimum of 12 years old. Groups with members less than 16 years old must be supervised by an adult (21 years or older). At least one adult is required for every 5 participants less than 16 years old.
5. The APPLICANT shall conduct safety orientation meetings to review, at a minimum, safety and other guideline materials supplied by the TOWNSHIP. Safety materials provided by the TOWNSHIP must be reviewed by every person who will participate in the litter pickup. No participant may be involved in the litter pickup unless he/she has attended at least one safety orientation meeting conducted by the APPLICANT, and has executed a release, a copy of which is attached and made a part of this Agreement. An authorized representative of the APPLICANT must present the safety information to any potential participant and shall provide the TOWNSHIP with a listing certifying the names of all individuals who received safety orientation. The APPLICANT shall submit the form to the TOWNSHIP and shall submit an amended form each time that there will be new participants in the litter pickup. Further, the APPLICANT shall conduct an on-site safety briefing prior to each pickup.
6. The APPLICANT agrees to comply with the Safety Requirements set forth in **Exhibit B** which is attached to and made part of this Agreement.
7. Prior to each scheduled pickup, the TOWNSHIP will supply the APPLICANT with adequate numbers of safety vests and plastic trash bags.
8. If the APPLICANT cannot dispose of any or all filled trash bags, the TOWNSHIP, through the TOWNSHIP's Public Works Department, will arrange to pick up the bags. The APPLICANT must provide notification to the TOWNSHIP of all scheduled litter pickup dates at least one week prior to each scheduled pickup.
9.
  - a. The TOWNSHIP, at its cost, will provide, install and maintain two (2) permanent signs noting the Program and the APPLICANT name at the beginning of the Site, one sign in each direction. Further, the TOWNSHIP will, at its cost, provide the APPLICANT with a "Litter Crew Ahead" sign for placement by the APPLICANT during litter pickups. Proper use and storage of the temporary "Litter Crew Ahead" signs will be the responsibility of the APPLICANT. The TOWNSHIP will replace the Adopt-A-Road signs as necessary due to normal wear and tear. The APPLICANT shall be responsible for the replacement of the name plate sign except when made necessary due to normal wear and tear.
  - b. There shall be no business logo or commercial advertising used or displayed by the APPLICANT.
10. After each litter pickup, the APPLICANT shall file a report setting forth the date of the pickup, the number of people involved, the number of bags of litter picked up, and the number of hours spent for the pickup. These reports will be filled out on pre-printed forms furnished by the TOWNSHIP and the APPLICANT shall be responsible for filing said forms with the TOWNSHIP's Director of Public Works.
11.
  - a. The TOWNSHIP shall have the right to terminate this Agreement at any time by providing written notice to the APPLICANT if the APPLICANT does not

comply with the Agreement; at any time the APPLICANT's work is unsatisfactory, unsafe, or if it causes a conflict with traffic; at any time such termination is deemed to be in the best interest of the TOWNSHIP.

- b. After the initial two-year period, the APPLICANT shall have the right to terminate this Agreement upon sixty (60) days' written notice to the TOWNSHIP.
- 12. Any notice to or communication with the TOWNSHIP by the APPLICANT shall be with the TOWNSHIP's Director of Public Works. Any notice to or communication with the APPLICANT shall be to the authorized signatory of this Agreement at the address above shown.
- 13. The APPLICANT, by entering into this Agreement, certifies that it does not represent or endorse an elected official or candidate for public office.
- 14. The APPLICANT has been provided with TOWNSHIP criteria for eligibility to participate in the Program and by signing this Agreement, certifies that it meets all such criteria. These criteria are attached as **Exhibit C**, and made a part of this Agreement.
- 15. The TOWNSHIP encourages the APPLICANT to separate and recycle appropriate materials. However, where required by law or ordinance, the APPLICANT shall separate and recycle appropriate materials.
- 16. This Agreement constitutes the entire understanding between the parties.

**IN WITNESS WHEREOF**, the parties have executed this Agreement, effective on the date written above.

Attest:

Lower Saucon Township

\_\_\_\_\_

\_\_\_\_\_

Township Manager

Attest:

\_\_\_\_\_

\_\_\_\_\_

Title:

Applicant

**Lower Saucon Township  
Northampton County, Pennsylvania**

**ADOPT-A-ROAD  
EXHIBIT A**

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Date: \_\_\_\_\_

Adopting Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone Number (s): \_\_\_\_\_

Requested Road or Street (Route Number, Location, Specific Portion):

\_\_\_\_\_  
\_\_\_\_\_

Second Choice:

\_\_\_\_\_  
\_\_\_\_\_

Expected Number of Participants: \_\_\_\_\_

ORGANIZATIONAL IDENTIFYING SIGN IS TO READ:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Return this form to Lower Saucon Township, Adopt-A-Road Coordinator,  
3700 Old Philadelphia Pike, Bethlehem, PA 18015**

**Lower Saucon Township  
Northampton County, Pennsylvania**

**ADOPT-A-ROAD  
EXHIBIT B**

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**SAFETY RECOMMENDATIONS**

Participants should:

- Know emergency procedures such as the location of the nearest emergency facility, and how to quickly summon the police or ambulance.
- Provide their own First-Aid Kit, and include kit with other supplies during litter pickups.
- Avoid over exertion and heat problems by drinking water and taking breaks.
- Carpool to the litter pickup site.
- Wear the recommended attire: Long sleeves, blue jeans or long pants, leather shoes or boots, and gloves.
- Be careful of contact with poisonous plants, bees, wasps, hornets, fireants, and snakes. The recommended attire will usually prevent irritations from most poisonous plants.
- Pay special attention to the handling of broken glass. Participants must be careful not to step or kneel on broken glass.
- Be aware of visibility problems.
- Be prepared for any unexpected behavior of motorists.
- Park vehicles a safe distance from the traveled roadway.
- Attempt to walk facing on-coming traffic.
- Not stand or jump on guiderails, drainage pipes or on concrete walls.

**Lower Saucon Township  
Northampton County, Pennsylvania**

**ADOPT-A-ROAD  
EXHIBIT C**

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**ADOPT-A-ROAD CONDITIONS**

1. Local community organizations, such as civic, social or school groups, will be eligible to adopt-a-road. Corporations, partnerships, and sole proprietorships who wish to sponsor groups may do so; however, there will be no business logo or commercial advertising used or displayed by a group or any of its participants.
2. The Township will not enter into an Agreement with any elected official or candidate for public office.
3. The Group will be required to adopt-a-road, or portion thereof, for at least two years from the effective date of the Agreement. The Agreement may be assigned to another group or business subject to prior written approval by the Township.
4. The minimum age for participation is twelve (12) years of age. Groups with members between the ages of twelve (12) and seventeen (17) must be supervised by adults eighteen (18) years of age or older in the ratio of the one adult per eight participants between ages twelve (12) and seventeen (17) whenever there is a litter pickup.

**Lower Saucon Township  
Northampton County, Pennsylvania**

**ADOPT-A-ROAD**

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**LITTER PICK-UP STATISTICAL REPORT  
(To be returned to the Coordinator Upon Completion)**

Organization's Name: \_\_\_\_\_

Date of litter pick up: \_\_\_\_\_

Number of hours spent collecting: \_\_\_\_\_

Number of people participating: \_\_\_\_\_

Numbers of bags of litter collected: \_\_\_\_\_

Do the bags need collected by township crews:    YES \_\_\_\_\_            NO \_\_\_\_\_

**LOWER SAUCON TOWNSHIP  
ADOPT-A-ROAD  
RELEASE FORM**

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The Lower Saucon Township Adopt-A-Road program is part of an effort to make our roadways litter free. The program is voluntary, designed for non-profit organizations, and is open to groups that do not discriminate on the basis of race, religion, color, or sex. Each volunteer (adopting) group assumes the responsibility for an assigned section of highway and agrees to remove litter and trash a minimum of two times a year for at least a two year period. The Lower Saucon Township Public Works Department will work with the adopting group to select the specific section of road to be adopted. Some roads may not be considered for a number of reasons, usually safety-related conditions.

I, a member of the \_\_\_\_\_(Group Name) have attended the safety orientation program as a prerequisite for participation in the Adopt-A-Road Program.

I, my child/children, my heirs, next of kin, executors, administrators, estate agents, assigns and representatives do hereby release and discharge the Township of Lower Saucon and their elected officials, officers, agents and employees from all claims, demands and causes of action of every kind whatsoever for any damages and, or injuries to person or property which may result from my participation in the Adopt-A-Road and other voluntary activities on or near the road right of way.

I, my child/children, my heirs, next of kin, executors, administrators, estate agents, assigns and representatives further agree to hold harmless the Township of Lower Saucon and their elected officials, officers, agents and employees, from liability for any damages or injuries to person or property resulting from any acts or failure to act on my part during my participation in said voluntary activities on or near the road right of way.

In consideration of being allowed to participate in the Adopt-A-Road Program, I hereby agree not to sue and to release Lower Saucon Township, its elected officials, agents and/or employees from any and all liability related to injury, property loss or otherwise related to my volunteer service, regardless of any negligence on the part of Lower Saucon Township. I further agree to indemnify and defend the same, from any claim for liability related to injury as a result of my or my child's participation in the program, regardless of any negligence on the part of Lower Saucon Township.

Section of Road assigned \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Adopt-A-Road Group Instructor

**PROGRAM PARTICIPANTS**

Signature	Address	Age* (if under 18)
_____	_____	_____
_____	_____	_____
_____	_____	_____



Signature

Address

Age\*  
(if under 18)

_____	_____	_____
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**LOWER SAUCON TOWNSHIP  
ADOPT-A-ROAD  
CHILD CONSENT RELEASE FORM**

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The Lower Saucon Township Adopt-A-Road program is part of an effort to make our roadways litter free. The program is voluntary, designed for non-profit organizations, and is open to groups that do not discriminate on the basis of race, religion, color, or sex. Each volunteer (adopting) group assumes the responsibility for an assigned section of highway and agrees to remove litter and trash a minimum of two times a year for at least a two year period. The Lower Saucon Township Public Works Department will work with the adopting group to select the specific section of road to be adopted. Some roads may not be considered for a number of reasons, usually safety-related conditions.

**PARENTAL ACKNOWLEDGEMENT OF WARNING AND RELEASE**

I, \_\_\_\_\_, Parent/Guardian of \_\_\_\_\_, Acknowledge that I and my child have read and understand the Adopt-A-Road Safety Tips Brochure and that we have attended an Adopt-A-Road Safety Orientation meeting. I acknowledge that I and my child are aware of the many dangers associated with working on a road right-of-way. I consent to my child's participation in the Adopt-A-Road activities.

I, my child/children, my heirs, next of kin, executors, administrators, estate agents, assigns and representatives do hereby release and discharge the Township of Lower Saucon and their elected officials, officers, agents and employees from all claims, demands and causes of action of every kind whatsoever for any damages and, or injuries to person or property which may result from my participation in the Adopt-A-Road and other voluntary activities on or near the road right of way.

I, my child/children, my heirs, next of kin, executors, administrators, estate agents, assigns and representatives further agree to hold harmless the Township of Lower Saucon and their elected officials, officers, agents and employees, from liability for any damages or injuries resulting from any acts or failure to act on my part during my participation in said voluntary activities on or near the road right of way.

In consideration of being allowed to participate in the Adopt-A-Road program, I hereby agree not to sue and to release Lower Saucon Township, its elected officials, agents and/or employees from any and all liability related to injury, property loss or otherwise related to my volunteer service and participation in the Adopt-A-Road program, regardless of any negligence on the part of Lower Saucon Township. I further agree to indemnify and defend the same, from any claim for liability related to injury as a result of my or my child's participation in the program, regardless of any negligence on the part of Lower Saucon Township.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

**CHILD'S ACKNOWLEDGEMENT OF WARNING AND RELEASE**

I, \_\_\_\_\_ acknowledge that I have read and I understand the Adopt-A-Road Safety Tips Brochure and that I have attended an Adopt-A-Road Safety Orientation meeting. I acknowledge that I am aware of the many dangers associated with working on a road right-of-way. I consent to my participation in the Adopt-A-Road activities.

I, my child/children, my heirs, next of kin, executors, administrators, estate agents, assigns and representatives do hereby release and discharge the Township of Lower Saucon and their elected officials, officers, agents and employees from all claims, demands and causes of action of every kind whatsoever for any damages and, or injuries to person or property which may result from my participation in the Adopt-A-Road program and other voluntary activities on or near the road right of way.

I, my child/children, my heirs, next of kin, executors, administrators, estate agents, assigns and representatives further agree to hold harmless the Township of Lower Saucon and their elected officials, officers, agents and employees, from liability for any damages or injuries resulting from any acts or failure to act on my part during my participation in said voluntary activities on or near the road right of way.

In consideration of being allowed to participate in the Adopt-A-Road program, I hereby agree not to sue and to release Lower Saucon Township, its elected officials, agents and/or employees from any and all liability related to injury, property loss or otherwise related to my volunteer service, regardless of any negligence on the part of Lower Saucon Township. I further agree to indemnify and defend the same, from any claim for liability related to injury as a result of my participation in the program, regardless of any negligence on the part of Lower Saucon Township.

\_\_\_\_\_

Date

\_\_\_\_\_

Child's Signature