

**CITY OF HAMPTON  
HAMPTON CLEAN CITY COMMISSION  
ADOPT-A-SPOT BEAUTIFICATION PROGRAM AGREEMENT**

Adopting Group Name \_\_\_\_\_

**RETURN TO:**

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

\_\_\_\_\_  
**Hampton Clean City Commission  
1296 Thomas St., Hampton, VA 23669  
(757) 727-1130**

In order to enhance the environment and the appearance of our community, we, the undersigned, request permission to Adopt-A-Spot at the following location (Boundary and/or address description).

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

Said work will be performed under and in accordance with the **City of Hampton's Clean City Commission Adopt-A-Spot Beautification Program Terms and Conditions** attached hereto and incorporated herein by reference.

Applicants with whom agreements are signed agree to indemnify and shall at all times save harmless the City of Hampton and Clean City Commission employees, agents, officials, and representatives from responsibility, damage, or liability arising from the exercise of the privileges granted under this agreement.

***This agreement may be terminated by the City of Hampton at any time if the applicants are unable to comply with this agreement or at any time the applicant's work effort is considered unsafe. The City reserves the right to revise or discontinue this program at any time.***

**GROUP CONTACT INFORMATION:**

**PRINTED** Name & Title: \_\_\_\_\_

Signature of Contact: \_\_\_\_\_

Address/Zip: \_\_\_\_\_

Phone & Email address: \_\_\_\_\_

**OFFICE USE ONLY**

The undersigned is the owner, agent, government official or representative who has the legal authority to hereby give permission for the property location named in the aforesaid agreement to be involved in and designated in the Adopt-A-Spot/Street program as administered by the City of Hampton and the Hampton Clean City Commission.

*Permission is hereby given to perform the work described, insofar as the Clean City Commission has the right, power, and authority under this agreement:*

Coordinator's Signature: \_\_\_\_\_

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

**This Agreement is not final until executed by the City.**

# City of Hampton's Clean City Commission

## Adopt-A-Spot Beautification Program Terms and Conditions

1. Per the Adopt-A-Spot Beautification Program Agreement these Terms and Conditions are incorporated into the Agreement by reference.
2. Proposed areas for adoption must receive approval from local officials (such as representatives of Public Works, Parks, Recreation & Leisure Services, and/or School Principals). **If there is a question of safety or health, the proposed adoption will not receive final approval.**
3. Any local community organizations, school, club, business, or individual (individuals must be **18 years or older**) are eligible to Adopt-A-Spot.
4. **HCCC** reserves the right to deny adoption requests for supportive program material for any reason whatsoever.
5. The Agreement provided by **HCCC** is approved by the City Attorney's Office and must be used as written.
6. Participants shall be required to adopt their area **for three years, with a minimum of FOUR projects per year.**
7. For accurate record keeping, and to keep Adopt-A-Spot files active, **participants are required** to return activity reports, provided by **HCCC**, after each activity. If activity reports are not returned, or groups do not keep **HCCC** informed of cleanup and beautification activities, **HCCC** will notify participants to confirm continued interest in the program and/or update file information. **HCCC** reserves the right to delete files and notify participants of the decision to identify a replacement sponsor if the aforementioned conditions are not met.
8. Group members **less than 15 years of age** must be supervised by an adult. Large groups should be divided into teams of eight individuals or less.
9. Before each activity, group leaders must read and brief **SAFETY Precautions** on the report form to all members.
10. The use of power tools is not permitted during Beautification projects.
11. Beautification projects shall be done in accordance with the approved Beautification Proposal and Maintenance Plan. The City is not responsible for the maintenance of any materials, plantings, or other elements identified on the approved Beautification Proposal and Maintenance Plan. Any materials, plantings, or other elements not identified on the approved Beautification Proposal and Maintenance Plan may be removed by the City. Additionally, the City reserves the right to remove any invasive, incompatible, or poorly maintained plantings.

12. Groups/individuals will notify **HCCC** at least one (1) week in advance of scheduled activities with the following information:

**Name of Group**

**Adopted Area**

**Day, Time, and Type of activity**

**Number of People in group**

**Supplies Needed**

13. **HCCC** will arrange cleanup and beautification materials (gloves, bags, safety vests, shovels, rakes, etc.), and coordinate pickup of trash bags after cleanup. Cleanup materials can be picked up at the Hampton Clean City Commission office, Monday - Fridays, between 8 a.m. – 4:00 p.m. The HCCC office is located at 1296 Thomas Street. Additional support for beautification projects will be provided by the Hampton Parks, Recreation, and Leisure Services Department and will be arranged through the HCCC office.

14. Groups are encouraged to separate and recycle appropriate materials collected during cleanups. Adopting groups are also encouraged to schedule one cleanup and/or beautification project in the spring (March – May) and one in the fall (September – October) to coincide with national and state litter prevention and beautification campaigns.

**HCCC** reserves the right to revise these Terms and Conditions as needed.