

# South Elgin Parks & Recreation Adopt-a-Park Program Application

Attendee

\_\_\_\_\_  
Name of Group/Individual/Organization

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Group/Individual/Organization Coordinator (must be 18 years +)

\_\_\_\_\_  
Mailing Address of Group/Individual/Organization Coordinator

(\_\_\_\_\_) \_\_\_\_\_  
Day Phone

(\_\_\_\_\_) \_\_\_\_\_  
Evening Phone

Email address: \_\_\_\_\_

Number of volunteers participating: \_\_\_\_\_

**Adopt a Park** or **Adopt a Spot** you are interested in adopting, please circle one and list preferences below:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Please check the category that your group/organization is interested in participating in:

**LANDSCAPING**

- \_\_\_\_\_ Planting
- \_\_\_\_\_ Weeding
- \_\_\_\_\_ Mulching
- \_\_\_\_\_ Edging
- \_\_\_\_\_ Other

**GENERAL MAINTENANCE**

- \_\_\_\_\_ Litter Removal
- \_\_\_\_\_ Painting
- \_\_\_\_\_ River Shore Cleanup
- \_\_\_\_\_ Trail Maintenance
- \_\_\_\_\_ Raking

Mail or drop off this application to:

Jess Day, Recreation Supervisor  
South Elgin Parks and Recreation  
10 N. Water Street  
South Elgin, IL 60177  
847-622-0003

# South Elgin Parks & Recreation

## Adopt-a-Park Program

### SAFETY RULES & RESPONSIBILITIES OF GROUP

- The Adoptee shall stay off all highway and any traffic areas.
- The Adoptee shall not pick up large or hazardous items. These items shall be tagged and their location reported to the Parks and Recreation Department for pick-up.
- Adoptee must pick up supplies from the Parks and Recreation Department upon request, one week prior to use date.
- Adoptee must return supplies within one week after use.
- Adoptee members should wear appropriate clothing. Gloves and clothes which cover the entire body should be worn when persons are working in areas where insects or other nuisances are present.
- Work shall not be performed on bridges, in rivers or streams or in areas which may present any type of hazard. Work shall be performed on Village property only.
- Persons shall wear closed toe shoes or work boots whenever possible.
- Volunteers shall remain alert when working in areas where snakes, poison ivy or stinging insects may be present.
- Volunteers must notify the Village of the date, time and location of work to be done on Village property **at least one week prior** to the intended start of work.
- Each Adoptee should have a telephone with them at all times.
- Adoptee shall not conduct activities during hazardous weather conditions.
- Adoptee shall maintain an adequate supply of drinking water while members are working in the adopted park.
- The Village of South Elgin has the right to terminate an agreement if an Adoptee does not meet the terms and conditions of the agreement.
- Any Group/Individual/Organization participating in the Adopt-A-Park Program shall:
  - Provide one adult, over 18 years old, supervisor for every five (5) youths when persons under age 18 are present in an adopted park/spot.
  - Perform general maintenance a minimum of 2 times a year, spring and fall.
  - Perform one service project throughout the year.
  - Prohibit members from possessing, consuming, or being under the influence of alcohol or drugs while in the adopted park/spot.
  - Place litter in trash receptacles provided by the Village of South Elgin Parks and Recreation Department.
  - Not subcontract or assign its duties or responsibilities to any other group or organization.
  - All participants must sign the group waiver.

# South Elgin Parks & Recreation Adopt-a-Park Program

YOUR ADOPT A PARK/ADOPT A SPOT KIT WILL INCLUDE:

- A sign on designated park/spot acknowledging the Group/Individual/Organization
- Trash bags
- Necessary tools & equipment
- Gloves
- Buckets
- Pick sticks
- First Aid Kit
- Any other materials or tools requested and agreed upon by Adoptee and Village Staff

Groups are encouraged to bring/contribute any tools or supplies.

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# South Elgin Parks & Recreation

## Adopt-a-Park Program

The Village of South Elgin (Village) and \_\_\_\_\_  
(Adoptee) recognize the need for litter free/quality maintained public areas, and are entering into this agreement in an effort to contribute toward maintaining litter-free spaces and quality maintained public areas.

By signing below, the Adoptee agrees to the terms and conditions set by this entire agreement. The Village has warned the Adoptee about the potentially hazardous nature of the work to be undertaken and the group/individual and its volunteers and agents shall assume all responsibility for, and hold the Village (including its officials, employees and agents) harmless from any and all claims or actions resulting from the Adoptees' work in the program, except for the gross negligence of the Village (including its agents or employees).

Members of the Adoptee are jointly and severally bound by the terms and conditions of this agreement.

The Village recognizes and approves the Adoptee as the adopting Group/Individual/Organization for \_\_\_\_\_  
(area), and the Adoptee accepts the responsibility for maintaining this section for a period of time, a minimum of two park productive days.

beginning \_\_\_\_\_, \_\_\_\_\_

and ending \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Name of Group/Individual/Organization Date

\_\_\_\_\_  
Coordinator/Individual Signature Date

\_\_\_\_\_  
Village of South Elgin Date

I/We, the undersigned, affirm that the above statements are true that I/we are authorized to sign this document; that I/we agree to the special conditions noted above, if any; that I/we am/are familiar with and agree to abide by the Ordinances of the Village of South Elgin.

\_\_\_\_\_  
Business/Organization Representative Signature