



COUNTY OF DANE
ADOPT-A-HIGHWAY PROGRAM APPLICATION

Dane County and our group named below recognize the need and desirability of litter-free highways. Our group hereby applies for a permit to participate in the Dane County Adopt-A-Highway Program.

Submit the completed application via fax to (608) 266-4269 or U.S. Mail to: 2302 Fish Hatchery Rd, Madison, WI 53713. The application can be e-mailed only if it has been scanned to show original signature. In that case, send to highway@co.dane.wi.us.

Group Name as it should appear on the sign (20 spaces on each of two lines.)																			

Group Name	
Group Mailing Address	Phone Number
City, State, Zip Code	Website Address (if applicable)
Contact Person	E-Mail Address
Contact Person Mailing Address	Approximate number of participants in each cleanup
Contact Person City, State, Zip Code	Approximate number of cleanups planned (minimum 3)

County Trunk Highway section your group is most interested in adopting:		
CTH	From	To
List alternate sections in order of preference:		
CTH	From	To
CTH	From	To

By signature below of an authorized representative, our group acknowledges the hazardous nature of the work, and agrees to the terms and conditions stated on the back of this form.

Signature	Title	Date

**Dane County Adopt-A-Highway Program
TERMS AND CONDITIONS OF PARTICIPATION**

1. The Group and its members are to be considered as volunteers and not as officers, employees, or agents of Dane County. Any injuries, claims, liabilities, suits or costs thereof, whatsoever, arising from Group or Group members' activities relating to this permit shall be the sole responsibility of the Group or its individual members.
2. The Group agrees to indemnify and hold harmless Dane County from any injury, cost, suit, liability, or award arising from the issuance or exercise of this permit, or because of any adverse effect upon any person or property attributed to the works of the Group.
3. Participants in the Group agree to obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by Dane County for special conditions that may exist on a particular adopted section.
4. The Group shall pick up litter a minimum of three times a year between April 1 and November 1. The Group shall not work beyond its section limits.
5. The Group shall not pick up litter on medians, bridges, in tunnels, on overpasses, or around other structures that would pose a danger.
6. All participants shall be at least 16 years of age. The Group shall supply one supervisor for every 5 or 6 workers. This supervisor must be at least 18 years of age.
7. Each participant shall have reviewed the safety training video before participation. The safety video is located on the Wisconsin Department of Transportation's website at <http://www.dot.wisconsin.gov/localgov/aid/adopt-a-highway.htm>. The Group shall review the safety rules with all participants before proceeding to the highway segment.
8. The Group shall work only during daylight hours and in good weather.
9. All traffic signs supplied by the County shall be properly displayed in the roadway during litter pickup. Groups shall work on only one side of the road at a time.
10. All participants shall wear safety vests.
11. When the Group encounters closed containers or items suspected to be hazardous, these items shall not be touched. Items of serious concern should be noted on the group's cleanup report.
12. The Group shall place filled trash bags at the designated pickup sites.
13. The Group shall order required supplies and materials from Dane County. Supplies can be picked up by any group member at the Dane County Highway Madison Garage located at 2302 Fish Hatchery Rd, Madison, WI 53713. Call 266-4011 for any questions regarding supplies.
14. Unused materials and supplies furnished by the County may be retained by the Group during the agreement period, but at the end of the period must be returned to the County.
15. The Group shall not collect during the three-day period beginning the day before and ending the day after Memorial Day, Independence Day, and Labor Day, during rush hours, or during inclement weather (rain, fog, ice, or snow).
16. Within 24 hours of a collection, the group shall e-mail the completed Clean Up Report form. The form can be accessed and e-mailed from the Dane County Public Works, Highway and Transportation website at <http://co.dane.wi.us/pwht/hwadmin.aspx#adopt>. If necessary, the completed form can be faxed to 266-4269 or mailed to 2302 Fish Hatchery Rd, Madison, WI 53713.
17. The Group shall make arrangements for off-road parking or shuttle bus type of travel to the work site. All vehicles at the site shall be parked at least 3 feet from the edge of pavement.
18. The Group may keep any recyclable materials collected.
19. Partisan political groups (groups of people with common political opinions and purposes, organized for gaining political influence, governmental control, or for directing government policies) shall not be permitted to participate.
20. The group shall notify the Dane County Highway Department of abandonment of their segment. This permit is valid until such time the group notifies the Highway Department of abandonment.

DANE COUNTY AGREES TO:

1. Provide safety vests, trash bags, traffic safety signs, and a safety training video (available online – see item 7 above)
2. Remove the filled trash bags as soon as possible after the pickup.