



**PARKS & RECREATION
CITY OF NEWARK**

220 South Main Street · Newark, Delaware 19711
302.366.7000 · Fax 302.366.7169 · www.newarkde.gov



ADOPT-A-PARK/STREAM PROGRAM

BASIC INFORMATION FORM

This form must be completed and returned prior to
Participation in the Adopt-A-Park/Stream program

Date: _____

Individual/Organization: _____

Park or open space that you would like to adopt: _____

Second choice: _____

Name of Contact person: _____

Contact Address: _____

Contact E-mail: _____

Contact Phone Numbers:

Primary: _____ H W C

Secondary: _____ H W C

FOR OFFICE USE

Met with Parks Superintendent _____ Date: _____

Returned Adult and Youth Release Forms: _____ Date _____

Additional information: _____



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ADOPT-A-PARK/STREAM PROGRAM

CONDITIONS

The following are the conditions required for all individuals and groups participating in the City of Newark Adopt-A-Park/Stream program.

1. Litter pickup will be done at least once per month.
2. Eligible park/horticulture areas will be selected by an appointed representative of the City of Newark Parks & Recreation Department.
3. Any local community organization, such as civic, social, or school groups, is eligible to participate. Group members less than 18 years of age must be supervised by adults 18 years or older. There will be one adult per eight (8) underage members. All participants must have approved applications on file with the appointed representative.
4. Participants will be required to adopt for a one-year period of time.
5. The Newark Parks & Recreation Department will supply participants with safety information (attached) and plastic trash bags. Delivery of bags to participants will be coordinated with the appointed representative of the Parks & Recreation Department.
6. Participants will only dispose of litter in designated trash dumpsters or cans in the park. If an area is selected that has no litter containers, please consult with the Parks & Recreation Department to arrange a litter bag pickup.
7. Cleanups during bad weather or when visibility is reduced (e.g., night) or restricted is prohibited.
8. Individuals and groups are responsible for notifying the Parks & Recreation Department of any changes in the status of their application. It is essential that individuals/groups notify the appointed representative of any changes in contact information.
9. Individuals and groups are required to notify the appointed representative by email (or phone) and complete the monthly clean up log following the completion of each cleanup. Logs may be submitted as frequently as monthly or in December each year.

- a. If students within your group require service hours for school or extracurricular activities, please submit forms in May and December so the information on the student's hours can be submitted to their school for credit.
10. The City of Newark Parks & Recreation Department reserves the right to revise these conditions as needed and reserve the right to deny applications from unqualified individuals and organizations.

CITY OF NEWARK VOLUNTEER NOTE

Adopt a Park Participants are considered volunteers with the City of Newark Parks and Recreation Department. Neither the City of Newark, nor Newark Parks and Recreation, nor any city employee will assume any financial liability for any injury or illness that the volunteer, or family member, or friend in attendance might incur while performing voluntary service for the City of Newark Parks and Recreation Department.

Volunteers are not considered employees of the City of Newark. Newark Parks and Recreation does not provide Worker's Compensation nor any other insurance coverage for volunteers.

Volunteers agree to provide service as a volunteer without compensation and to adhere to City of Newark Parks and Recreation rules and procedures and will not attempt work that is beyond their abilities or for which have not been assigned, trained or authorized.



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ADOPT A PARK/STREAM PROGRAM

YOUTH RELEASE FORM

This form must be completed and returned prior to
Participation in the Adopt-A-Park/Stream Program

Date: _____

Individual/Organization: _____

I/We have received the safety regulations as a prerequisite to participating in the City of Newark Adopt-A-Park/Stream program.

I/We do hereby release and discharge the City of Newark and their officers, agents, and employees from all claims, demands, and causes of action of every kind whatsoever for any damages and/or injuries that may result from my participation in the Adopt-A-Park/Stream program.

I/We further agree to hold harmless the City of Newark 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 during the Adopt-A-Park/Stream program.

Name of Child(ren): _____

Parent's Name: _____

Parent's Signature: _____

Parent's Address: _____

Parent's Phone No: _____



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ADOPT-A-PARK/STREAM PROGRAM

SAFETY

The City of Newark Adopt-A-Park/Stream program promotes responsible behavior. All participants are asked to keep this goal in mind when conducting cleanups. Program requirements state that the following regulations must be shared with all members. Please review and discuss this information often:

- DON'T:** Pick up litter in the street or close to the edge of the street when motor vehicles are present.
- DON'T:** Pick up litter in areas where construction or maintenance is being performed.
- DON'T:** Do anything that will distract passing drivers or other volunteers.
- DON'T:** Work during peak travel times.
- DON'T:** Participate in litter pickups while under the influence of drugs and/or alcohol.
- DON'T:** Disrupt park patrons' use of the park.
- DON'T:** Allow children under the age of 12 to participate without adult supervision.
- DON'T:** Pick up materials that appear to be hazardous. Contact the City of Newark Parks Department (366-7000) if you have any questions.
- DO:** Stay in the park/horticulture areas, facing traffic, with your team.
- DO:** Work in small groups (no larger than eight per team), keeping children with adults at all times.
- DO:** Wear bright-colored clothing, gloves, and hard-soled shoes.
- DO:** Work only during daylight hours and in fair weather.
- DO:** Use common sense at all times.