

**ADOPT A ROAD PROGRAM APPLICATION**  
**County of Dane**

The Town of Vienna and the Group named below recognize the need and desirability of litter-free roads. The Group hereby applies for the permit to participate in the Town of Vienna Adopt-A-Road program.

Submit the completed application mail to Town of Vienna, County Road I, DeForest, WI 53532 or fax to (608) 846-3829. The application can also be emailed to [tovclerk@centurytel.net](mailto:tovclerk@centurytel.net)

GROUP NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY/ZIP CODE \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ EMAIL \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

APPROXIMATE NUMBER OF PARTICIPANTS IN EACH CLEANUP \_\_\_\_\_

APPROXIMATE NUMBER OF CLEAN UPS PLANNED (MINIMUM 2) \_\_\_\_\_

NAME AS IT SHOULD APPEAR ON THE SIGN \_\_\_\_\_

\_\_\_\_\_

TOWN ROAD GROUP IS ADOPTING \_\_\_\_\_

INTERSECTION START \_\_\_\_\_ INTERSECTION END \_\_\_\_\_

By signature below of an authorized representative, the 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 \_\_\_\_\_

**Town of Vienna Adopt-A-Road 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 Town of Vienna. 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 Town of Vienna 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 Town of Vienna for special conditions that may exist on a particular adopted section.
4. The Group shall pick up litter a minimum of two 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-ahighway.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 Town 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 Town of Vienna. Supplies can be picked up by any Group member at the Town of Vienna Public Works located at 7161 Town Road I, DeForest WI 53532. Call 846-3800 for any questions regarding supplies.
14. Unused materials and supplies furnished by the Town may be retained by the Group during the agreement period, but at the end of the period must be returned to the Town.
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 e-mailed to [tovclerk@centurytel.net](mailto:tovclerk@centurytel.net). If necessary, the completed form can be faxed to 846-3829 or mailed 7161 County Road I, DeForest, WI 53532.
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 Town of Vienna Roads Department of abandonment of their segment. This permit is valid until such time the Group notifies the Roads Department of abandonment.

**TOWN OF VIENNA AGREES TO:**

1. Provide safety vests, trash bags, traffic safety signs, and safety glasses
2. Remove the filled trash bags as soon as possible after the pickup.