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BUTTE COUNTY'S ADOPT-A-HIGHWAY PROGRAM

Thank you for your interest in Butte County's Adopt-a-Highway program. The title "Adopt-a-Highway" is really misleading because any County road can be adopted – not just highways. The process of becoming an Adopt-a-Highway sponsor is very simple. A representative from your group or organization will need to act as contact person to coordinate the cleanup events. Sponsors determine how often they want to do a cleanup event; although, we strongly recommend that it be done at least twice each year. We will provide you with the equipment needed for the cleanup and will post a sign in the area you have adopted signifying your participation as an "Adopt-a-Highway" sponsor.

There are only three forms that must be filled out: the *ADOPT-A-HIGHWAY APPLICATION*, the *Waiver of Liability* (attached) and the *ADOPT-A-HIGHWAY SIGN DESIGN FORM*. These forms must be filled out and returned to the Butte County Public Works Department prior to the cleanup event. When you decide on a date for your cleanup event please have all members who will be participating sign the *Waiver of Liability* form and forward the completed form to the Butte County Public Works Department. Fill out the enclosed *ADOPT-A-HIGHWAY APPLICATION* and return it as soon as possible. The approved *ADOPT-A-HIGHWAY APPLICATION* will be returned to you. Please have this document with you during the cleanup, as it should serve as your documentation for conducting work in the County's right-of-way. Please review the enclosed copy of the County's *Litter Pickup Conditions and Safety Requirements*.

For your convenience, we will provide you with the following equipment: safety vests, hard hats, safety signs, litter pickup sticks, and orange plastic bags. The equipment should be reserved at least two weeks prior to the cleanup event as we only have a limited amount of equipment and there are many groups sharing the equipment. Please call the Public Works Department at 538-7492 to make arrangements to pick up the equipment before your cleanup event between the hours of 8:00 am and 3:30 pm. Equipment must be returned to the same location no later than the Tuesday following the event. County Public Works road crews will retrieve the filled plastic bags during the week following the cleanup event or as time allows. Bags and bulky items (i.e., tires, mattresses, furniture, etc.) should be placed near the roadside in a location that will not obstruct the flow of traffic or create a hazard.

Many of our public roads are beautiful, scenic treasures. We all need to lend a hand to keep them that way! The Public Works Department relies on the dedicated help of service organizations and individuals like you to make the Adopt-a-Highway program successful. If you have any questions please do not hesitate to contact the Butte County ADOPT-A-HIGHWAY Coordinator, at 538-7492.