

**KEEP CHARLOTTE BEAUTIFUL, INC.
ADOPT-A-CEMETERY PROGRAM
AGREEMENT (LT. CARL A. BAILEY)**

THIS AGREEMENT, made and entered into on this day, _____, by and between Keep Charlotte Beautiful, Inc., of 25550 Harbor View Road, Port Charlotte, Florida 33980, an affiliate of Keep America Beautiful, hereinafter referred to as "KCB" and, _____ hereinafter referred to as "GROUP".

WITNESSETH

WHEREAS, GROUP is a part of Charlotte County, Florida; and

WHEREAS, GROUP is desirous of adopting the Cemetery known as Lt. Carl A. Bailey Cemetery (hereinafter referred to as "Cemetery".)

NOW, THEREFORE, the parties agree as follows:

- I. GROUP Shall:
 - A. Adults must sign and date *Release Form(s)* and parents/guardians of minors must sign and date *Consent and Release Form(s)*, if applicable, prior to each anticipated litter removal activity. Return the signed forms to Keep Charlotte Beautiful, Inc.
 - B. Conduct group safety meetings and pre-task briefings prior to each activity.
 - C. Conduct litter removal activities at least one time during every three-month period for the duration of this Agreement.
 - D. Given the fragile nature of historical cemeteries, special care should be taken when working in and around the Cemetery.
 - E. Activities in the Cemetery other than litter collection, hand weeding and raking must be approved in advance by Public Works.
 - F. Report possible gopher tortoise burrow sites to Public Works. Both the tortoise (threatened species) and its burrow are protected under state law.
 - G. Place filled trash bags at the Adopt-A-Cemetery sign for pickup and disposal.

- H. Within two days after each litter removal/beautification activity, complete a *Productivity Report* and submit it to Keep Charlotte Beautiful, Inc.

II. CHARLOTTE COUNTY PUBLIC WORKS SHALL:

- A. Install an Adopt-A-Cemetery sign indicating GROUP's name.
- B. Provide litter bags and preprinted forms for use by GROUP.

III. KEEP CHARLOTTE BEAUTIFUL SHALL:

- A. Provide additional materials such as gloves, drinking water, and buckets when grant funds and/or supplies are available.
- B. Remove filled trash bags after GROUP'S placement of bags at the Adopt-A-Cemetery sign.
- C. Remove large, heavy or hazardous items at or near the Cemetery at the request of GROUP.

IV. In consideration of the installation of the Adopt-A-Cemetery sign indicating GROUP'S name, GROUP covenants and agrees that it will indemnify and hold harmless KCB and CHARLOTTE COUNTY PUBLIC WORKS (COUNTY) and all of KCB and COUNTY's officers, agents and employees from any liability, claim, loss, damage, cost, charge or expense arising out of any act, action, neglect or omission by any third party, during GROUP's performance of this Agreement, whether direct or indirect, and whether to any person or property to which KCB and COUNTY or said parties may be subject.

V. This Agreement shall remain in effect for two years from the date first above written. Upon the expiration of the initial term of this Agreement, this Agreement shall be automatically renewed for an additional two-year term unless either GROUP or Keep Charlotte Beautiful, Inc. or his/her designee, provides written notice to the other of its intention not to renew this Agreement at least thirty (30) days prior to the expiration of the initial two-year term of this Agreement.

VI. If KCB desires to terminate this Agreement due to default or failure by GROUP to fulfill one or more of its obligations under this Agreement, KCB shall first provide written notice to GROUP of the nature of such default or failure. If such default or failure by GROUP has not been cured within fifteen (15) days of receipt of notice thereof by GROUP, then KCB may terminate this Agreement upon thirty (30) days' written notice to GROUP of its intent to terminate.

VII. GROUP shall not assign this Agreement in whole or in part, without the prior written consent of KCB.

VIII. KCB's Executive Director, or his/her designee, shall serve as the representative for KCB solely for the purposes of sending or receiving any notices provided for under this Agreement, providing materials and forms necessary to GROUP, collecting forms GROUP must return to KCB before and after each litter removal activity, coordinating litter removal activities with GROUP, and acting as a contact between KCB and GROUP to answer questions GROUP may have regarding litter removal activities.

IX. Any notices permitted or required to be given hereunder must be sent to the party intended to receive such notice at the address listed below:

If to GROUP:

Group Name: _____
Contact Name: _____
Address, City, State, Zip: _____
Email Address: _____
Telephone Number: _____

If to KCB: Keep Charlotte Beautiful, Inc.
Executive Director
25550 Harbor View Rd. Suite 2
Port Charlotte, FL 33980
941.764.4390
Rhonda.Harvey@charlottecountyfl.gov

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year above written.

Witness

Name of Group

Witness

Authorized Representative's
Signature

Typed or Printed Name & Title

KEEP CHARLOTTE BEAUTIFUL, INC.

By _____
Executive Director

Date _____

KEEP CHARLOTTE BEAUTIFUL, INC.
ADOPT-A-CEMETERY PROGRAM
RELEASE FORM

I or we _____, a member of

_____, have read and understand the terms and conditions contained in the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery Program Agreement prior to taking part in litter removal activities in the Cemetery, and I hereby agree to follow and conduct myself according to all the terms and conditions of the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery Agreement and posted Cemetery rules.

I do hereby release and discharge Keep Charlotte Beautiful, Inc. and the County, and all of Keep Charlotte Beautiful's officers, agents, and employees from all liabilities, claims, demands, and causes of action of every kind whatsoever for any damages and or injuries arising from any cause whatsoever which may result directly or indirectly from my participation in the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery program.

I further agree to hold harmless Keep Charlotte Beautiful, Inc. and its officers, 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 any Adopt-a-Cemetery activities.

PRINT NAME	SIGN NAME	ADDRESS	TELEPHONE NUMBER

KEEP CHARLOTTE BEAUTIFUL, INC.
ADOPT-A-CEMETERY PROGRAM
CONSENT AND RELEASE FORM

I am the parent or legal guardian of _____, a minor (hereinafter "my child"), who is a member of _____. I have read and understand the terms and conditions contained in the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery Program Agreement and Safety Recommendations prior to my child's participation in litter removal activities. I hereby consent to my child's participation in litter removal projects in the Cemetery in accordance with the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery Program Agreement. I agree to instruct my child to follow and conduct him/herself according to all terms and conditions of the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery Program Agreement, posted Cemetery rules and Safety Recommendations.

I do hereby release and discharge Keep Charlotte Beautiful, Inc. and all of Keep Charlotte Beautiful's officers, directors, and employees from all liabilities, claims, demands, and causes of action of every kind whatsoever for any damages and or injuries arising from any cause whatsoever which may result directly or indirectly from my child's participation in the Keep Charlotte Beautiful, Inc. Adopt-a-Cemetery Program.

I further agree to hold harmless Keep Charlotte Beautiful, Inc. and its officers, agents, and employees from liability for any damages or injuries resulting from any acts or failure to act on my child's part during my child's participation in any Adopt-a-Cemetery Program activities on or near Charlotte County property.

Signature of Parent/Legal Guardian 1

Signature of Parent/Legal Guardian 2

Typed/Printed Name

Typed/Printed Name

Date

Date

KEEP CHARLOTTE BEAUTIFUL, INC.
ADOPT-A-CEMETERY PROGRAM
PRODUCTIVITY REPORT

Organization/Community Group _____ Date of Event _____

Contact Person _____ Phone _____

Email Address _____

Name of Cemetery _____

of volunteers worked _____

of hours worked _____

of bags of litter collected _____

of bags of recyclables collected _____

of large items collected _____

(appliances, tires, etc. Please provide the location where you placed the large items below)

Approximate acreage of cleanup area: 6

Description of project and location of large items left for pickup:

Please fill out event report and return to Keep Charlotte County Beautiful, Inc.
Please include any pictures of your event.
Rhonda.Harvey@CharlotteCountyFL.gov

Keep Charlotte Beautiful
25550 Harbor View Rd., Suite 2
Port Charlotte, FL 33980
keepcharbeautiful@charlottefl.com
Phone: 941-764-4390 Fax: 941-764-4399



KEEP CHARLOTTE BEAUTIFUL, INC.
ADOPT-A-CEMETERY PROGRAM
SAFETY RECOMMENDATIONS

The following safety recommendations are provided for organizations and individuals participating in the Adopt-A-Cemetery Program:

1. Observe posted Cemetery Rules.
2. Gloves and closed toe shoes should be worn by GROUP members while working in the Cemetery (boots or sneakers are recommended).
4. An adequate supply of drinking water should be readily available.
5. Sunglasses, hat and sun block should be considered.
6. Do not attempt to compact trash bags to gain room for more litter. Injuries could result by sharp objects piercing through trash bags.
7. Carpool to the site to reduce the number of vehicles.
8. Observe ground conditions in the Cemetery before activity begins. Gopher Tortoise burrows may be difficult to see and fire ants are common throughout Charlotte County.

