

## Letter of Intent

This letter serves as a commitment of \_\_\_\_\_  
(Person/Group Name), to Adopt a Storm Drain at \_\_\_\_\_

\_\_\_\_\_  
(Street Address)

By signing this letter, the aforementioned individual or group commits to:

- ✓ Conduct a twice-a -week litter pick-up and weekly gutter sweeping adjacent to the storm drain.
- ✓ Perform the clean-up in strict accordance with Adopt a Storm Drain safety guidelines at least four times a year for a two year period.
- ✓ Designate a leader who will represent the individual or group, who will contact \_\_\_\_\_ (Adopt a Storm Drain Organizer) with questions or concerns, and who will twice yearly brief them on the work done over the half-year time period.
- ✓ Report clogged or broken catch basins to \_\_\_\_\_ (appropriate authority) at \_\_\_\_\_ (phone number).
- ✓ Distribute literature on the Adopt a Storm Drain Program to the block in which the drain has been adopted.
- ✓ Select participants at least 12 years of age and provide supervision.

The \_\_\_\_\_ (Adopt a Storm Drain Organizer) will:

- ✓ Contact the individual or group leader responsible for the adopted storm drain twice a year
- ✓ Identify the individual or group on their web site and in an annual press release
- ✓ Provide safety instructions to the individual or group adopting the storm drain.

It is understood that the storm drain adopters are providing volunteer services to \_\_\_\_\_ (Adopt a Storm Drain Organizer). The time spent working may be used as volunteer match for grant proposals. Either party may terminate this commitment for any reason upon 30-day written notice. This Letter of Intent is non-transferable and non-assignable.

I certify that I have read the information contained in this document and that I possess the authority to execute this document on behalf of myself or my organization.

VOLUNTEER

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Signature

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Print Name

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Title

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Group Name

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Date

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Phone

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Email Address