



Note: State highways are identified with numbers (Hwy 67); Dodge County highways are identified with letters (Hwy V or TW); Town roads are identified by names (Bay View or Wool). If the highway you wish to adopt is maintained by the State or County, please download the Adopt-a-Highway form on the Permits page of our website: <http://williamstown-wi.com>.

If you wish to adopt a Town road, please complete this form and submit it to the Town of Williamstown Clerk. You may send your completed form via email to [tnwille@gmail.com](mailto:tnwille@gmail.com). You may also send it via the U.S Postal Service to W3275 Hwy TW, Mayville, WI 53050.

Group Name	
Mailing Address	(Area Code) Fax Number (Optional)
City, State, Zip Code	(Area Code) Telephone Number - Daytime
Contact Person Name (First, MI, Last)	(Area Code) Telephone Number - Evening
Contact Email Address	
Mailing Address	Approximate Number of People Participating in Each Cleanup
City, State, Zip Code	Number of Times Your Group Plans to Pick up Litter this Year (Min. 3 Times)

First enter the road section you want to adopt. Then list alternate sections in order of preference. Contact you're the Town of Williamstown Clerk (see contact information above) to confirm that your segment is available prior to submitting this application.

ROAD NAME	FROM	TO

**The WisDOT Adopt-A-Highway Safety Video is now available on the Internet!**

<https://www.youtube.com/watch?v=NaKpX6eUk6E&feature=youtu.be>

By electronic signature below, the Group acknowledges the hazardous nature of the work and agrees to the terms and conditions stated on the page attached to this form. The Group understands there are no fees for participating in the program. This permit is valid until such time the Group notifies the Department of abandonment of their segment.

**X** \_\_\_\_\_  
 Signature of Authorized Group Representative - Must be 18 years or older

\_\_\_\_\_  
 Date (m/d/yyyy)

\_\_\_\_\_  
 Title

**DO NOT WRITE BELOW THIS LINE**

PERMIT APPROVAL: The Town of Williamstown approves this permit for the Group to participate in the Adopt-A-Road Program for the section identified above. The Group accepts the responsibility of picking up litter on this section of road. The Town reserves the right to modify or cancel this permit at any time. Please notify the Town of any group information change.

\_\_\_\_\_  
 Signature of Town Clerk

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Permit Number

Thank you for keeping Wisconsin's roadsides beautiful.

## ADOPT-A-ROAD PROGRAM TERMS AND CONDITIONS

1. The Group and its members are to be considered as volunteers and not as officers, employees, or agents to the Wisconsin Department of Transportation or to the Town of Williamstown. Any injuries, claims, liabilities, suits or costs 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 the Wisconsin Department of Transportation and the Town of Williamstown 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 the Department or the Town for special conditions that may exist on a particular adopted section.
4. The Group shall pick up litter a minimum of three 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. The Group shall supply one adult supervisor for every 5 to 6 workers.
7. Each participant shall have reviewed the Adopt-A-Highway Safety Training Video before participation. The Group leader shall review the safety rules with all participants before proceeding to the road segment.
8. All participants shall be at least 11 years of age or in the 6<sup>th</sup> grade. No other persons shall be present at the work site.
9. The Group shall work only during daylight hours and in good weather.
10. Both traffic safety signs shall be displayed properly during litter pickup. Groups shall work on only one side of the road at a time.
11. All participants shall wear safety vests.
12. 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.
13. The Group shall place filled trash bags at the designated pickup site and shall recycle trash as required by the Town.
14. The Group shall order required supplies and materials from the Town.
15. 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 as instructed by the Town. If the Group drops from the program, all materials must be returned to the Department.
16. The Group shall not collect litter during the following holiday periods, Memorial Day extended weekend, July 3-5 and Labor Day extended weekend.
17. Within 24 hours of a collection, the Group shall email or mail the completed Town Clean-Up Report Form 2016c. to the Town Clerk (tnwille@gmail.com).
18. The Group shall make arrangements for off-road parking or shuttle bus type of travel to the worksite. All vehicles at the pickup site shall be parked at the nearest cross street, if possible, or at least 3 feet from the pavement when parking on the highway.
19. The Group may keep any recyclable materials.
20. Partisan political groups (groups of people with common political opinions and purposes organized for gaining political influence, governmental control and for directing government policies) shall not be permitted to participate.
21. The Group shall notify the Town of abandonment of their segment. This permit is valid until such time the Group notifies the Town of abandonment.

The Town agrees to as follows:

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

**Thank you for keeping Wisconsin's roadsides beautiful.**