



## TRASH 4 CA\$H

### Litter Pickup Agreement

Keep Jackson Beautiful, hereinafter referred to as "KJB", and non-profit organization, hereinafter referred to as "Group", recognizing the need and the desirability of litter free roads are entering into this agreement to permit the Group to contribute towards the effort of maintaining litter free roads within the City limits of Jackson, Tennessee.

#### A. GENERAL TERMS

By signature of this Agreement, the Group agrees to retain and maintain all liability for, including but not limited to, accidents, injuries, and damage caused by the **Trash 4 Cash** cleanup, and to indemnify and hold harmless the City of Jackson. The Group will be represented by an individual over the age of eighteen (18).

Group will provide a completed W-9 tax form upon approval of the application from the City of Jackson. Organizations with several chapters within the program area may be required to submit additional W-9 forms.

The Group agrees to obtain and return required supplies and materials from The City of Jackson Engineering Department located at 117 E. Main Street Suite 206 inside City Hall during the hours of 8:00 a.m. to 4:00 p.m. These items must be returned to the City of Jackson Engineering Department **by the next business day following the completion of your Trash 4 Cash cleanup** before receiving **Cash Closeout Form**.

Participants must be at least 11 years of age. When participants are under the age of 18, the Group must furnish adult supervision, at least one adult for every four minors, but in no event, shall anyone less than 11 years of age participate in the event.

The Group leader must meet with the City of Jackson Engineering representative prior to the cleanup event to collect materials to be supplied by the City for the event. The Group leader will be informed of the safety information to be presented to the entire group prior to starting work and receive a group packet.



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Included in the safety information given to the Group leader are drug equipment photographs supplied by the City of Jackson and other items that are to be avoided during cleanup. All participants are to be informed not to touch anything that appears to be drug related paraphernalia.

All adult participants/group leaders shall agree to the terms of the **Trash 4 Cash** Application and Agreement located at <http://trash4cash.jacksontn.gov>. All names of each participant must be included in the "Volunteer Release of Liability Waiver."

### TERM OF THE PROGRAM

Non-profit organizations and groups may participate in the **Trash 4 Cash** Program. Other organizations and businesses that are not non-profit organizations may qualify to participate, by choosing to donate their **Trash 4 Cash** cleanup proceeds to their favorite non-profit (contact the non-profit of your choice to obtain their EIN Number). The City of Jackson reserves the right to halt the Program at any time. If your organization is notified by the City that their road cleanup project has been approved, the project will be funded.

If in the sole judgment of the City and KJB, it is found that the adopting Group is not meeting the terms and conditions of this Agreement, the City may terminate the adoption agreement with 15 days.

## B. SAFETY REQUIREMENTS & PROCEDURES

### GENERAL

Group shall retain all liability for accidents, injuries, including but not limited to, damage caused and related to the **Trash 4 Cash** cleanup. Each participant of the Group shall attend a safety meeting given by the Group leader prior to participating in the event and adhere to the safety measures discussed at the meeting. Group Leader shall discuss with the group, at a minimum, the following safety requirements:

The Group shall car pool to the cleanup site as much as possible, and park all vehicles clearly off the road surface, preferably in a business parking lot or a driveway if possible.



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The Group shall remove trash from both sides of a roadway designated by the City.

The Group shall stay out of the paved roadway and shall work exclusively from the shoulder of the road up to twenty feet off the side of the road.

Each Group participant shall work closely with at least one other person and will not cross roadways during pickups. The Group shall concentrate on cleaning one side of the road at a time or have separate teams working both sides of the roadway at the same time.

The Group shall face oncoming traffic while working and be prepared to move out of the way of vehicles in emergency situations.

The Group shall avoid overexertion and drink plenty of water, especially if the weather is warm and muggy.

Each Group participant shall make the Group aware of any special health needs and the Group will have a first aid kit available for emergencies.

The Group shall be aware of surroundings, watching out for snakes, bees, poison ivy and oak, noxious weeds, etc.

The Group shall not open or remove lids from any containers.

The Group shall fill bags one-half to three quarters full and knot the bags for closure. The Group shall not overfill the bags or squeeze/compact the bags, as injuries can occur with glass, sharps or other objects in the bags.

The Group shall leave the filled bags several feet from the roadway, in a central location and on a straight stretch of the road rather than on curves or bridges.

**THE GROUP SHALL NOT PICK UP** hazardous items including but not limited to hypodermic needles/syringes, broken glass, dead animals, and items that resemble the "meth tab" items described in the Group leader safety packet. If items noted previously are identified, the Group Leader shall contact Central



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Dispatch at 425-8633 and Police will be dispatched to site. Large, heavy items such as vehicle tires, appliances or barrels are to be left and reported to the Keep Jackson Beautiful, 425-8274.

### RECOMMENDED CLOTHING

Each Group participant shall wear bright colored clothes (or other safety gear) and gloves. Failure to wear safety items will result in termination of this agreement.

Each Group participant shall dress appropriately for the weather, and wear a hat, long sleeves or sunscreens to avoid sunburn in the summer time and wear closed toe shoes to avoid foot injuries.

No group participant shall wear headphones or costumes.

The Group Leader shall contact JD Sims, at [jsims@jacksontn.gov](mailto:jsims@jacksontn.gov) or call 731-425-8274 immediately after the cleanup for inspection and approval of site cleanup.

### C. POST EVENT REQUIREMENTS

Before funds are released, all supplies and materials shall be returned to the City of Jackson Engineering Department within one (1) business day following the completion of your Trash 4 Cash cleanup between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday (excluding holidays). Upon collection of materials, a Cash Closeout Document will be given for completion and approval. All safety vests and gloves shall be washed before they are returned to Engineering.

The Group acknowledges the KJB Director for Trash 4 Cash will perform an inspection of the roadside after the event to verify the quality of the cleanup. If there are areas that need additional cleaning, the Group must clean designated areas before funds will be released.