



# METRO TRANSIT ADOPT-A-STOP PROGRAM AGREEMENT

For a period of one year from the date of this agreement, the adopting organization or individual named below agrees to adopt one or more Metro Transit public bus or train stops.

## THE ADOPTER AGREES TO:

- Regularly pick up trash in and near the adopted shelter a minimum of once a week – and more frequently if needed to prevent snow, litter, and other debris from accumulating and becoming a nuisance.
- Contact Customer Relations for pickup of any larger, heavy items, or hazardous materials such as needles, feces, vomit.
- Report graffiti or damage to Customer Relations as soon as possible.
- Monitor and report to Customer Relations any sidewalk and street snow clearance problems at the adopted shelter during winter. Shovel the sidewalk if the Adopter is the adjacent property owner and required to do so by city ordinance.
- Sign the Volunteer Waiver form and have every other volunteer sign individual Volunteer Waiver form, and submit the signed form(s) to Metro Transit Customer Relations.

## CUSTOMER RELATIONS CAN BE CONTACTED BY:

- Email: [comments@metrotransit.org](mailto:comments@metrotransit.org)
- Phone: 612-373-3333, option 3
- Online: [metrotransit.org/issues-comments-form](http://metrotransit.org/issues-comments-form)

## METRO TRANSIT AGREES TO:

- Maintain and perform scheduled cleaning of the shelter or platform structure. Bus stops without a shelter/structure are not maintained by Metro Transit.
- Provide trash bags, gloves, and safety instructions.
- Arrange for pickup and disposal of bags of collected debris from the adopted shelter in a timely manner.
- Respond within two days to all calls for assistance of heavy item pickup, graffiti abatement, hazardous materials, and snow clearance.
- Place an Adopt-A-Stop sign featuring the Adopter's name(s) on the adopted stop in recognition of the Adopter's efforts and provide a monthly pre-loaded Go-To Card with a 10-Ride Pass on it.
- Coordinate publicity efforts with the Adopter to solicit local media coverage, as requested.

**ADOPTER INFORMATION:**

Name of Adopter as you want it to appear on sign;  
please print (individual or organization's name):

\_\_\_\_\_

Name of Adopter representative: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**SHELTER/STOP/STATION INFORMATION:**

Shelter/Stop/Station (s): \_\_\_\_\_

Stop number (s): \_\_\_\_\_

**SIGNATURES:**

Adopter/Volunteer signature: \_\_\_\_\_ Date: \_\_\_\_\_

Metro Transit signature: \_\_\_\_\_ Date: \_\_\_\_\_

**METRO TRANSIT ADOPT-A-STOP PROGRAM VOLUNTEER WAIVER AND  
RELEASE, ASSUMPTION OF RISK AND HOLD HARMLESS AGREEMENT**

**VOLUNTEER INFORMATION:**

Adopter organization (if applicable): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Shelter/Stop/Station location (s): \_\_\_\_\_

Stop number (s): \_\_\_\_\_

**VOLUNTEER'S EMERGENCY CONTACT INFORMATION:**

Name of Volunteer's Emergency Contact: \_\_\_\_\_

Relationship: \_\_\_\_\_

Email: \_\_\_\_\_

Emergency Contact Phone: \_\_\_\_\_



By signing below I certify that I am 18 years of age or older. I agree to participate as a volunteer of Metro Transit's Adopt-A-Stop program and activities which may include, but are not limited to, those described in the Adopt-A-Stop Program Agreement. I understand that the work associated with adopting a Shelter/Stop/Station may be physically demanding work and that participating in the Adopt-A-Stop Program may subject me to risk of injury. I have appropriate medical clearance to participate in the program. I fully understand and agree that the Metropolitan Council, Metro Transit and Metro Transit's volunteer coordinators, and employees (hereinafter collectively referred to as "the Releasees") accept no responsibility and will not be liable for any injury, harm, or damage to my person or property arising out of, during, or in connection with my participation in the Adopt-A-Stop Program. To the fullest extent permitted by law, I agree to assume all risk of injury, harm, or damage to myself or my property arising out of, during, or in connection with my participation in the Program. I release and agree to indemnify and hold harmless the Releasees from any and all liability, actions, damages, and claims of any kind and nature whatsoever, that may arise out of, or occur during, or in connection with my participation in the Adopt-A-Stop Program. I understand this waiver and release contains a full and final release of all claims that I may have against the Metropolitan Council or Metro Transit.

Adopter/Volunteer signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **ADOPT-A-STOP SAFETY INFORMATION**

Thank you for choosing to participate in Metro Transit's Adopt-A-Stop Program which is part of its effort to sustain public transportation ridership, reduce pollution, and keep our community beautiful for years to come! Your contribution will help keep Metro Transit's bus or train stops safer and cleaner for everyone. Listed below are some simple cleanup guidelines. Please read them carefully before every trip to your shelter.

### **WHAT TO BRING**

- Brooms/rakes/shovels
- Dust pans
- Trash bags (provided by Metro Transit upon request)
- A cell phone in case of emergencies
- Stay hydrated – bring lots of fluids

### **WHAT TO WEAR**

- Gloves (provided by Metro Transit upon request)
- Safety vest (provided by Metro Transit upon request)
- Closed-toe shoes
- Appropriate clothing

### **WHAT TO DO**

- Review these safety guidelines before every pickup
- Obey all traffic rules
- Minimize number of vehicles at the cleanup site by taking transit, biking, or walking to the stop
- Stay alert
- Recycle any plastic, paper, or metal that you choose by keeping recyclables separate from other litter
- Always wear gloves



- Use a tool, such as a rake or a stick, to identify items before picking them up
- Notify Metro Transit if there are large items, dangerous items, or hazardous materials; do not clean them up yourself
- Pair up in teams if you adopted more than one shelter. Working in pairs allows volunteers to look out for one another and be more alert of any changes in their immediate environment
- Take rest breaks and drink plenty of fluids

## **WHAT TO AVOID**

- Do not pick up any litter in the road, close to the edge of the road or on the shoulder of the roadway, or train tracks
- Do not pick up any larger or hazardous litter, including objects containing corrosive chemicals (such as car batteries), or objects that may carry harmful bacteria or disease (needles, dead animals, items with bodily fluid). Contact Metro Transit to clean up or remove
- Stay away from any broken glass, razor blades, or other objects that might cause a cut or injury to your hands
- Do not work in the dark or during inclement weather
- Do not try to pick up or move heavy tree limbs or objects
- Do not wear headsets while cleaning the shelter
- Do not overstuff trash bags or compact them

## **HAZARDOUS MATERIALS**

Volunteers must NOT pick up any objects containing harmful and/or corrosive chemicals or that may contain bacteria or disease. Please call Metro Transit Customer Relations for proper disposal.

## **WHO TO CONTACT**

Report maintenance issues/vandalism, disturbances, safety issues, or items left at the bus shelter to Customer Relations at:

- Email: [comments@metrotransit.org](mailto:comments@metrotransit.org)
- Phone: 612-373-3333, option 3
- Online: [metrotransit.org/issues-comments-form](https://metrotransit.org/issues-comments-form)

By following these simple rules, we can help to ensure the safety of our shelters/stops/stations, our teams, and ourselves. We look forward to your continued commitment to keeping our communities safe and clean.