



# 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 bus or rail stop(s). Any active Metro Transit stop can be adopted, including stops with or without shelters, bus rapid transit, and light rail stations.

Please note that your participation is strictly on a voluntary basis; you are not considered an employee, agent, or representative of Metro Transit or Metropolitan Council, and no employment relationship is created by your involvement.

## THE ADOPTER AGREES TO:

- Regularly pick up trash in and near the adopted stop, ideally once a week, and more frequently if needed to prevent snow, litter, and other debris from accumulating and becoming a nuisance.
- Contact Customer Service for pickup of any larger, heavy items, or hazardous materials such as needles or bodily fluids.
- Report graffiti, broken glass, or other damage to Customer Service as soon as possible.
- Monitor and report to Customer Service any sidewalk access and/or street snow clearance problems at the adopted stop during winter.
- Sign the Volunteer Waiver Form. Each additional volunteer must also sign the waiver. Submit all application and waiver materials to [comments@metrotransit.org](mailto:comments@metrotransit.org) or by mail at Metro Transit/Adopt-A-Stop, 570 6th Avenue North, Minneapolis, MN 55411.
- Exhibit conduct that is professional and appropriate, demonstrating respect, integrity, and accountability.

## 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, which is why volunteers are needed.
- 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 monthly transit fare in the form of a Go-To Card with \$20 stored value. Adopt-A-Stop signs may not contain weblinks or phone numbers.
- Coordinate publicity efforts with the Adopter to solicit local media coverage if requested.

# ADOPT-A-STOP SAFETY INFORMATION

Thank you for choosing to participate in the Adopt-A-Stop Program, which is part of Metro Transit's 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.

## SUGGESTED SUPPLIES

- Brooms/rakes/shovels
- Dust pans
- Trash bags (provided by Metro Transit upon request)
- A cell phone in case of emergencies
- Water to stay hydrated

## SUGGESTED ATTIRE

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

## SAFETY CONSIDERATIONS

- Obey all traffic rules
- Minimize number of vehicles at the cleanup site
- 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

## WHAT TO AVOID

- Do not pick up any litter on or near the roadway, 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
- Do not put your hands in any bagged or collected trash or recycling. Hold all bagged waste away from body to avoid possible injury (needle punctures, cuts, etc.)

## 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

For immediate safety issues or a crime occurring, dial 911.

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

- Email: [comments@metrotransit.org](mailto:comments@metrotransit.org)
- Phone: 612-373-3333
- Online: [metrotransit.org/Issues-Comments-Form](http://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.



## ADOPTER INFORMATION:

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

Organization (if any): \_\_\_\_\_

Address: \_\_\_\_\_ Unit # \_\_\_\_\_

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

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

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

Are you a Metro Transit/Metropolitan Council employee?  Yes  No

## REQUESTED SHELTER/STOP/STATION INFORMATION:

Stop Number	Location
_____	_____
_____	_____
_____	_____
_____	_____

## PUBLIC SIGN TEXT:

If desired, Metro Transit will print a sign and recognize you/your organization on the Metro Transit Adopt-A-Stop map. Please clearly print your desired text on the line below. Adopt-A-Stop text may not contain weblinks or phone numbers.

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Check to opt-out of a printed sign at your adopted stop(s).

Check to opt-out of receiving welcome supplies such as trash bags, gloves, and a safety vest.

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

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

\* By typing your name electronically in the signature fields on pages 3 and 4 of this form, you are agreeing that is the legal equivalent of your manual signature.

**\*\*Please complete the volunteer waiver on the next page.\*\***

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

## VOLUNTEER INFORMATION:

Adopter name(s): \_\_\_\_\_

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

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

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

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

I acknowledge that I am voluntarily participating in Metro Transit's Adopt-A-Stop Program as described in the Agreement. I understand that the program involves risks, including but not limited to, physical activity and working near traffic and debris. I voluntarily assume these inherent risks and understand that Metro Transit and the Metropolitan Council is not responsible for injuries or property damage that may occur as a result of these risks. To the fullest extent permitted by law, I agree to indemnify and hold harmless Metro Transit and the Metropolitan Council from any claims that arise from my own negligent or wrongful acts while participating in the Adopt-A-Stop program. I certify that I am 18 years of age or older and voluntarily agree to participate in this program without any expectation of compensation. I have read this waiver and release, understand its terms, and intend my signature to be a voluntary release of claims against Metro Transit and the Metropolitan Council as limited by law.

Each additional volunteer that intends to participate must sign the Volunteer Waiver form.

## SIGNATURES

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

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

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

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