

**Adopt-A-Site Program - City of Martin, TN**  
**Application and Agreement**

The City of Martin and the Martin Beautiful Committee have established an Adopt-A-Site program to provide opportunities for our community to enhance the City through the development and maintenance of landscaped sites. Individuals or groups of volunteers may apply for a site. If their application is approved, they accept the responsibility for maintaining the site for a minimum of one year. In exchange, the City of Martin will place a sign bearing the name of the site manager as directed by the individual or group.

Name of Individual or Group: \_\_\_\_\_

For Groups:

Type of Group (Civic, Education, etc.): \_\_\_\_\_

Approximate Number of Members Participating in Adopt-A-Site Program: \_\_\_\_\_

Authorizing Officer/Title: \_\_\_\_\_

Contact Info: Phone \_\_\_\_\_ Email: \_\_\_\_\_

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

Name to Appear on Recognition Sign: \_\_\_\_\_

Site Preference: \_\_\_\_\_

Alternate Site Preference: \_\_\_\_\_

I (we) have read and understand the Adopt-A-Site Agreement Terms. This Agreement has been explained to the membership of the group, and there is a majority agreement with its terms. It is understood that our preference for a site may have been assigned to another organization. It is also understood that our organization may decline to accept the site assigned to it and may request a different site.

\_\_\_\_\_  
Signature of Individual or Authorized Officer

\_\_\_\_\_  
Date

**Please return this application to:**  
**The City of Martin**  
**Attn: Brad Thompson, Director MECD**  
**109 University St.**  
**Martin, TN 38237**

Please direct questions regarding this agreement or the Adopt-A-Site Program to Brad Thompson at 731.587.3126.

*Thank you for your work as an Adopt-A-Site volunteer.  
We appreciate all our volunteers do to help beautify Martin!*

## **Adopt-A-Site Agreement Terms**

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We appreciate all our volunteers do to help beautify Martin!*

### **As an Adopt-a-Site volunteer, I understand that:**

1. My commitment as a volunteer plays an important role in our community. I agree to adopt a site for a minimum of one year and conduct all necessary cleanups/enhancements during the year.
2. I have the option of receiving special recognition for my contribution in the form of a sign at my site. (Please be sure to make note on the application of your signage request.)
3. My maintenance responsibilities include weeding, watering, and mulching to keep my site looking its best. I am encouraged to plant annual flowers for seasonal color. The Martin Beautiful Committee recommends the use of plant materials that tolerate dry, poor soil; are resistant to insects and diseases; and require low maintenance.
4. Mulch and debris removal are provided by the City of Martin. (Please contact John Worrell with Martin Public Works at 731.587.4910 before getting mulch or to schedule debris pickup from the site.)
5. Any plants or other hardscape features at my site should be located so they do not impede utilities and do not interfere with the line of sight for vehicles.
6. Safety is a top priority. Care of my site may have inherent dangers, such as working close to street traffic. I will keep safety in mind for myself and others while working at my site. I understand that the City of Martin is not responsible for injuries incurred at Adopt-A-Site cleanups/enhancements.
7. The City of Martin recommends volunteers be at least six years of age and all volunteers under the age of 18 be properly supervised by an adult.
8. The City of Martin encourages me to provide photos of my site and/or photos of volunteers engaged in site activity during the year. Photos I submit will become property of the City of Martin and can be used in the City's advertisements, presentations, programs and services. (Please text or email photos to Brad Thompson, Director of MECD, 731.225.1107, [bthompson@cityofmartin.net](mailto:bthompson@cityofmartin.net).)
9. If my bed is not maintained regularly, the City may ask me to give the bed additional attention or may find another adopter to care for the bed.

### **The City of Martin and the Martin Beautiful Committee will:**

1. Provide a sign in recognition of your efforts, determine its placement, and maintain the sign.
2. Provide mulch for adopted sites. Mulch can be obtained by contacting John Worrell, 731.587.4910.
3. Send an annual feedback survey asking about your experience as an Adopt-A-Site volunteer.
4. Provide feedback to you about your site – both praise for a “job well done” or ideas for improvement.
5. Provide recommendations and guidance on planting and care of beds. Volunteers should contact Christie Leiva, Chair of the Martin Beautiful Committee, at [crispyjones@hotmail.com](mailto:crispyjones@hotmail.com).
6. Make an effort to accommodate the needs of you, our volunteer adopter.

### **Your Agreement as a Volunteer:**

1. I will obey all laws and regulations when performing as a volunteer of the City of Martin.
2. I understand and am willing to provide services as a volunteer, not a City of Martin employee, for purposes of workers compensation or liability coverage, without any compensation for my volunteer service.
3. I understand that undertaking volunteer service does not create a contract or any kind of employment relationship with the City of Martin.
4. I will not hold the City of Martin liable and hereby waive any claim against that City that may arise out of the performance of volunteer service or any other participation in a volunteer program.

*Please retain this page as a reference and share with all volunteers participating in your adopted site activities.*