



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

**ADOPT-A-HIGHWAY PROGRAM AGREEMENT**

The North Carolina Department of Transportation and \_\_\_\_\_ (name of business, organization or individual) recognize the need and desirability of litter-free and visually-improved highways.

The Adopt-A-Highway program has been established for community civic organizations as well as private businesses and industry to contribute toward the effort of maintaining cleaner and more beautiful roadsides.

As indicated by their signatures on the back of this agreement, the individual participants of the named entity are aware of the nature of the work which is to be performed and have agreed to follow the department's rules, policies, safety guidelines and instructions. If the above-named entity enters into a contract with a business, organization or individual to clean the entity's adopted section of highway ("a contract service"), the contract service agrees that it is aware of the nature of the work which is to be performed and has agreed to follow the department's rules, policies, safety guidelines and instructions. The individual participants agree to not hold the department responsible for any injuries they, their employees or their agents may suffer or damages that they, their employees, or their agents may cause or suffer as a result of participation in the program and have agreed that signs bearing the group's name shall be installed solely at the discretion of the department.

If the above-named entity enters into a contract with a business, organization or individual to clean its adopted section of highway, it agrees to notify the Director of the Office of Beautification Programs of the North Carolina Department of Transportation in writing within ten calendar days of agreement with contract source and acknowledges that failure to notify the Director of such action may result in termination of the agreement.

The **North Carolina Department of Transportation** recognizes the above named-entity as the adopting organization for:

Roadway Name and Number \_\_\_\_\_

Roadway Description (from what point to what point) \_\_\_\_\_

The above-named entity volunteers to pick up litter **once every three months** (or more if necessary) for four years along its section of highway and promote a better environment in the community. This agreement shall be valid for four years beginning \_\_\_\_\_, and ending \_\_\_\_\_. The entity may cancel this agreement upon 30 days written notice to the North Carolina Department of Transportation.

**Section Below To Be Completed By Adopting Group**  
**ADOPTING GROUP CONTACT PERSONS:**

SIGNATURE: \_\_\_\_\_

Mr.  Ms. PRIMARY GROUP CONTACT PERSON

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Street Address \_\_\_\_\_ PO Box No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_

Fax Number: (\_\_\_\_) \_\_\_\_\_

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

SIGNATURE: \_\_\_\_\_

Mr.  Ms. SECONDARY GROUP CONTACT PERSON

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Street Address \_\_\_\_\_ PO Box No. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_

Fax Number: (\_\_\_\_) \_\_\_\_\_

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

**Note: For all college or university groups, one contact must be the group's school advisor.**

**MAILING ADDRESS:**  
NC DEPARTMENT OF TRANSPORTATION  
OFFICE OF BEAUTIFICATION  
1540 MAIL SERVICE CENTER  
RALEIGH NC 27699-1540

Website: [www.ncdot.gov/~beautication](http://www.ncdot.gov/~beautication)  
Telephone: 919-707-2970  
FAX: 919-715-2554

**LOCATION:**  
TRANSPORTATION BUILDING  
1 SOUTH WILMINGTON STREET  
RALEIGH NC

DIVISION No. \_\_\_\_\_  
(1 – 14)

COUNTY No. \_\_\_\_\_  
(00 – 99)

AGREEMENT No. \_\_\_\_\_  
(4 Digits)

THIS SECTION TO BE COMPLETED BY ADOPTING GROUP:

YES, WE WILL RECYCLE

NO, WE WILL NOT RECYCLE

A CONTRACT SERVICE WILL BE HIRED TO CLEAN OUR ADOPTED HIGHWAY

**DO NOT WRITE IN THIS SPACE!**

NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

SIGNATURE: \_\_\_\_\_  
N.C. AUTHORIZED SIGNATURE

DATE: \_\_\_\_\_

\_\_\_\_\_ Division No.                      \_\_\_\_\_ Highway System  
 \_\_\_\_\_ County No.                      \_\_\_\_\_ Number of Miles  
 \_\_\_\_\_ Contract No.                      \_\_\_\_\_ Will Recycle  
 \_\_\_\_\_ Company Code                      \_\_\_\_\_ Organization Code

**SIGNATORY INSTRUCTIONS**

1. Signatures of individual group members participating in one or more litter pickups are required in the spaces provided below. No person may sign for another person.
2. A parent/guardian is required to sign for a volunteer under 18 years of age. An Adopt-A-Highway Program Youth Participation Release Form which must be signed by a parent/guardian to authorize a youth's participation in the program is available.

**ADOPTING GROUP SIGNATURES**

The following persons will participate in one or more litter pickups. By their signatures they agree to abide by the department's rules, policies, safety guidelines and instructions and to not hold the department responsible for any injuries they may suffer or damages that they may cause or suffer as a result of participation in the **Adopt-A-Highway** program.

\_\_\_\_\_  
Primary Group Contact Person                      Date

\_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Secondary Group Contact Person                      Date

\_\_\_\_\_  
Signature                      Date

DIVISION No. \_\_\_\_\_  
(1 – 14)

COUNTY No. \_\_\_\_\_  
(00 – 99)

AGREEMENT No. \_\_\_\_\_  
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\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date