

PACE ADOPT-A-SHELTER APPLICATION FORM
VOLUNTEER ORGANIZATION/INDIVIDUAL/BUSINESS

Date: _____

Contact Name: _____

Organization Name: _____

Mailing Address: _____

City, State, Zip: _____

Contact Daytime Telephone: _____

Contact E-Mail Address: _____

Location of Shelter You Would Like to Adopt (cross streets, landmarks and community):

What Would You Like to Have Printed on Your "Adopted By..." Sign *(subject to approval)*:

Signature of Contact Person

(By signing this application, Volunteer agrees to the terms and conditions of the program.)

Submit completed form to:

Pace Suburban Bus Service
Adopt-a-Shelter Coordinator
550 W. Algonquin Road
Arlington Heights, IL 60005

Questions? Telephone 847-228-4257

ADOPT-A-SHELTER PROGRAM TERMS AND CONDITIONS

In consideration of Pace providing an "Adopted by..." sign at the adopted shelter, promoting the Volunteer's participation in the Adopt-A-Shelter program, providing window-cleaning supplies, route schedules/timetables for the shelter, and trash liners, **Volunteer agrees as follows:**

- Volunteer will remove litter at the adopted shelter at least once per month.
- Volunteer will clean the shelter including washing of shelter panels at least once per month.
- Volunteer will ensure that an up-to-date schedule for the route(s) passing this shelter is present.
- Volunteer will promptly remove graffiti if possible or will notify Pace's Adopt-A-Shelter coordinator if graffiti cannot be removed by cleaning.
- Volunteer will report shelter vandalism to Pace's Adopt-A-Shelter coordinator.
- Volunteer will maintain a monthly maintenance log and submit to the Pace Adopt-A-Shelter coordinator on a semi-annual basis.

As consideration for the efforts of the Volunteer, Pace will:

- Affix the shelter with a semi-permanent sign acknowledging adoption of the shelter by Volunteer (upon Pace approval).
- Provide five round-trip tickets per month upon request which allow five free round-trips per month on Pace service.

Furthermore, Volunteer understands and acknowledges that the litter may contain materials that are or are suspected to be hazardous, dangerous, heavy or unyielding. Accordingly, Volunteer shall exercise his or her judgment about handling the litter, make every effort not to touch or pick up hazardous materials, and assumes all risks of handling the litter. Volunteer shall contact the proper agency for disposal instructions for litter that may be hazardous, dangerous, heavy, or unyielding.

Volunteer shall be responsible for complying with any and all applicable state and local parking and driving regulations when traveling to and from and being at the shelter as a part of his or her participation in the Adopt-a-Shelter program.

Volunteer agrees that this Agreement shall be effective from the date signed by Pace and continue until terminated by either party. Pace reserves the right to terminate this Agreement for any reason at any time.

Volunteer agrees that Pace may temporarily suspend this Agreement because of construction near the site or any other reason shelter may be inaccessible.

Volunteer agrees to contact Pace's Adopt-A-Shelter coordinator if Volunteer will be unable to maintain the shelter for any period of time (e.g. vacation, relocation, illness).

Volunteer agrees that if this Agreement is terminated by Pace for failure or neglect to properly maintain the shelter, Volunteer will not be allowed to participate in the Adopt-A-Shelter program for a minimum of six months following termination.

Volunteer shall contact Pace's Adopt-A-Shelter coordinator at 847-228-4257 to request trash liners, repair or replacement of trash receptacle, and/or repair or replacement of "Adopted by..." sign. If there are any other questions or concerns related to the shelter, Volunteer is expected to contact the Adopt-A-Shelter coordinator.

By signing the application form on the reverse side, Volunteer signifies acceptance of the above terms and conditions.