



**State of Hawaii Department of Transportation  
Highways Division, Oahu District  
ADOPT-A-HIGHWAY AGREEMENT**

The Department of Transportation, hereinafter called the “Department” and

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hereinafter called the “Group” recognize the need and desirability of reducing litter along state highways. This Agreement allows the Group to adopt a section of state highway in an effort to reduce litter along state highways.

**TERMS AND CONDITIONS**

**The Group agrees to the following terms and conditions:**

1. The Group shall provide adequate and necessary supervision to all participants under the age of 18 years. All participants must be at least 12 years of age. There must be at least two adult supervisors for every ten workers between the ages of 12 and 17. A signed parental release form must be obtained for every person between the ages of 12 and 17.
2. The Group shall conduct at least two safety meetings per year. All participants must attend a safety meeting conducted by the Group’s leader before participating in a roadside clean up.
3. The Group shall adopt a section of state highway approximately two miles in length.
4. The Group shall adopt that section of state highway for a minimum of two years.
5. The Group shall pick up litter along the adopted section a minimum of four times a year. Although it is not mandatory, the Department recommends that one of these pickups occur during the Department’s annual “Litter Bugs Me!” clean up event.

6. The Group shall obtain required supplies and materials from the Department during regular business hours. **Allow one (1) week for Supply Request to be processed prior to picking them up.**
7. During a cleanup, the Group shall properly maintain all necessary traffic control.
8. The Group shall place filled trash bags at one location of the adopted site for pickup and disposal by the Department's Maintenance crew. The Group shall notify the Department of the date and location for pickup by submitting a **Request for Rubbish Bag Removal Form**. The Group shall not remove hazardous items in the area, but will notify the Department of such items.
9. The Group agrees to save and hold harmless the State of Hawaii, its offices, agents, representatives, successors and assigns, from any and all suits of actions of every nature and kind which may be brought for or on account of any injury, death or damage arising or growing out of activities performed by the Group under this Agreement.

**The Department agrees to:**

1. Erect a sign at the adopted highway section with the Group's name or acronym displayed.
2. Provide safety vests, trash bags, gloves and safety literature for use by the Group.
3. Remove all filled trash bags after the cleanup event.
4. Coordinate publicity efforts with the Group.

**If the Department determines that the Group is not meeting its obligations under this Agreement, the Department may terminate this Agreement upon 30 days notice, and thereafter remove the signs.**

**The Department recognizes the Group as the adopting organization for the section of \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_, and the Group accepts the responsibility for picking up litter on this section of the state highway and promoting a litter-free environment in the community for a period beginning \_\_\_\_\_, and ending \_\_\_\_\_, (minimum of two years).**

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**Name of Group**

**Group's President (Print)**

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**Adopt-A-Highway Chairperson (print)**

**(Signature)**

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**Address**

**Phone No.**

**Fax No.**

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**E-mail Address**

**Date of Application/Agreement**

**Wording for Adopt-A-Highway Sign:**

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**(limit to 23 characters, including spaces)**

**Mail to 727 Kakoi St., Honolulu, HI 96819 or Fax to 483-7294 or e-mail at  
[Kenneth.R.Teutsch@hawaii.gov](mailto:Kenneth.R.Teutsch@hawaii.gov). For questions call 483-7296.**

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**For DOT Use Only**

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**Kenneth Teutsch**

**Adopt-A-Highway Coordinator**