

City of Independence Parks, Recreation & Tourism Department

Administrative Office Truman Memorial Building  
416 West Maple Avenue  
Independence, MO 64050  
(816) 325-7843

**ADOPT – A – PARK & ADOPT – A – SPOT**

**APPLICATION**

Name of the PARK/SPOT you wish to Adopt:

Site \_\_\_\_\_

Name of the Sponsor (organization, group or individual): \_\_\_\_\_

\_\_\_\_\_  
Please type or print the name as it should appear on the sign

Sponsor's E-Mail Address:

\_\_\_\_\_

Please list two contact persons for the group:

\_\_\_\_\_  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

The Sponsor proposes to perform the following described work (as indicated with a check mark) within the above-named city site:

**Required:** Litter removal at least twice a month from lawn areas when WEATHER PERMITS

**Optional:**

\_\_\_ Landscaping and Landscape Maintenance (cleaning planting beds)

\_\_\_ Paint and/ or remove graffiti from signs

\_\_\_ Paint and /or remove graffiti from buildings and other structures

\_\_\_ Clear dead leaves and limbs from mowed areas

\_\_\_ Plantings (weed removal/debris removal from planting beds) installation of flowers,  
watering plant material

\_\_\_ Other (please describe below)

\_\_\_\_\_

**Please be our eyes in the park and report anything that needs repair, particularly if a safety concern is involved to (816) 325-7362 Parks & Grounds Manager**

The Sponsor agrees that if approval is given to adopt the above named park the following stipulations shall govern:

1. This application shall have been approved and signed prior to sponsors beginning any operations as requested herein unless prior authorization has been given by the City.
2. Sponsors agree to indemnify and hold harmless the City of Independence, its officers, agents and employees from all liability, judgment costs, expenses and claims growing out of damages, or alleged damages of any nature whatsoever to any person or property arising from the performance or non-performance of the Sponsor's Adopt-A-Park agreement, Sponsorship, sponsorship activities or work.
3. For special projects (e.g. planting, repair projects, installations of new amenities), the Sponsors agrees to contact the Parks & Grounds Manager (816) 325-7362 at least one week in advance to coordinate the project and make sure proper plants and installation procedures are followed.
4. The Sponsors shall carry on the work as required and authorized by the agreement with serious regard to the safety of the traveling public, adjacent property owners and volunteers or employees of the Sponsor. The Sponsor agrees to instruct their volunteers in safety precautions.
5. The Sponsor acknowledges that all personnel involved in the project are initiators and volunteers directed by the Sponsor and that the Sponsor accepts full responsibility for any injuries or damages sustained by or caused by such personnel. The Sponsor acknowledges that they or their volunteers are in no way considered to be employees of the City of Independence, Missouri.

In consideration of the above, the Sponsor and the Department further agree to the following terms and conditions of this agreement:

**Sponsor's Additional Responsibilities:**

1. To perform the work specified in a safe and satisfactory manner.
2. To keep track of the number of volunteer hours performed, and submit this information to the Department on a quarterly basis.
3. To provide adult supervision at the work site when volunteers include youth.
4. To obtain required supplies and materials as may be needed from the Parks and Recreation Department during regular business hours (7:00 am – 4:00 pm, Mon - Fri).
5. To place filled trash bags used during collection of litter adjacent to exiting park trash containers for pick up and disposal by the Department if no other location has been selected.
6. To return all unused materials and supplies furnished by the Parks and Recreation Department within one week, unless other arrangements have been made.
7. **To notify the Parks and Recreation Department at (816)325-7362 of items or grounds in need of attention or repair, especially when a safety concern exists.**

**Department Responsibilities:**

1. To erect a sign with the Sponsor name, acronym or website displayed.
2. To remove filled trash bags used for litter pick up by Sponsor, and to remove large, heavy or hazardous items when found in the park.
3. To supply certain material and equipment when necessary (e.g. trash bags, paint supplies, flowers, mulch, etc. NOTE: Sponsors are encouraged to provide their own tools when possible).
4. To follow up on necessary repairs as reported by the Sponsor.

The Department reserves the right to terminate this agreement at any time and remove the adoption signs of the Sponsor if it is found that the Sponsor has not met all the terms and conditions of this agreement. This Agreement is in effect for two years from the date below and may be renewed at the end of the two year period.

APPLICANT/ SPONSOR: \_\_\_\_\_  
(Please print or type name)

SIGNATURE: \_\_\_\_\_  
(If an organization, an officer of the organization must sign)

TITLE OF THE OFFICER (If any): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: DAY \_\_\_\_\_ EVENING \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**PARKS, RECREATION & TOURISM DEPARTMENT APPROVAL**

**Recommended for Approval:** \_\_\_\_\_  
Parks & Grounds Manager

**APPROVED:** \_\_\_\_\_  
Director of Parks, Recreation & Tourism

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

**THIS AGREEMENT SHALL REMAIN IN FORCE**

**FROM** \_\_\_\_\_, \_\_\_\_\_ **UNTIL** \_\_\_\_\_, \_\_\_\_\_