



PARK PRIDE PROGRAM
Green Bay Park, Recreation & Forestry Department
Application/Permit

The City of Green Bay Park, Recreation & Forestry Department (the "Department") and the volunteer group (the "Group") named below, recognize the need and the desirability for safe and clean parks. The Group is hereby applying for a Sponsorship Permit in the PARK PRIDE Program.

Please complete this application and submit it to the Department at:
 Green Bay Park, Recreation & Forestry Dept.
 100 N. Jefferson St., Room 510, City Hall
 Green Bay, WI 54301

Name of Organization _____

Mailing Address _____

Contact Person _____

Day Phone _____ Night Phone _____

Purpose of your Organization _____

Park you wish to sponsor _____

Approximate number of people participating in the Program _____

By signing below, the Group acknowledges the hazardous nature of the work and agrees to the TERMS AND CONDITIONS stated on the back of this form.

_____ (Title) _____ (Date) _____

(Group's Authorized Signature - Must be 18 years old

PERMIT APPROVAL

The Department approves this permit for the Group to participate in the PARK PRIDE Program for the park identified above. The Group accepts the responsibility of sponsoring this park according to the TERMS AND CONDITIONS stated on the back of this permit. This permit for sponsorship shall be valid for the period beginning (Date) _____, _____ and ending (Date) _____, _____.

The Department reserves the right to modify or cancel this permit at any time.

 Park Coordinator

 Date

 Sponsorship Permit #

TERMS AND CONDITIONS

1. The Group and its members are to be considered as volunteers and not as officers, employees, or agents of the City of Green Bay. Any injuries, claims, liabilities, suits or costs thereof, whatsoever, arising from Group or Group members activities relating to this permit shall be the sole responsibility of the Group or its individual members.
2. The Group agrees to indemnify and hold harmless the City of Green Bay Park, Recreation & Forestry Department from any injury, cost, suit, liability or award arising from the issuance or exercise of this permit, or because of any adverse effect upon any person or property attributed to the works of the Group.
3. Participants in the Group agree to obey and abide by all laws and regulations relating to safety and such terms and conditions as may be required by the Department for special conditions that may exist at a particular sponsored park.
4. Upon issuance of this permit, the Group leader and a Department representative will schedule a preliminary walk-through of the park. The Department representative will review the TERMS AND CONDITIONS of the permit with the group leader.
5. Any group organized for some special purpose or task can be a sponsor, except partisan or political groups.

Group Responsibilities and Safety Obligations

1. The Group shall sponsor a park for a minimum of two (2) years and agree to the following:
 - Pick up litter at least three (3) times per year between April and November.
 - Provide a "watchful eye" over the park grounds and report any broken equipment, vandalism, or concerns to the Department when noticed.
 - The Group leader shall mail a cleanup report to the Department within twenty-four (24) hours of a collection/inspection.
2. The Group shall provide adequate adult supervision for participants under eighteen (18) years of age. The Department recommends that participants be at least nine (9) years of age or in the 4th grade.
3. The Group shall submit a tentative schedule of pickup dates to the Park Program Coordinator.
4. The Group shall order required supplies and materials from the Department. Unused materials and supplies furnished by the Department may be retained by the Group during the agreement period, but at the end of the period must be returned as instructed by the Department.
5. The Group leader shall review the safety rules with all participants before proceeding to the sponsored park. Items to be covered shall include the following:
 - Work only during daylight hours and in good weather.
 - Do not pick up litter in areas that could pose a danger, such as construction sites, open water, around mowing activities, etc.
 - Wear thick soled shoes, gloves, hat, long sleeve shirt or sunscreen. Use insect/tick repellent.
 - Do not touch closed containers or items suspected to be hazardous. These items of concern should be noted on the group's cleanup report.
 - Be courteous of other park users and avoid interruption of others' activities.
6. The Group shall place filled trash bags at the designated pickup site and shall recycle trash as required by the Department. The Groups are encouraged to recycle materials for their own benefit.

Department Responsibilities

1. The Department agrees to provide safety information, vests, pickers, trash bags, necessary equipment, and training where required (flower bed care).
2. The Department agrees to remove filled trash bags, large, heavy or hazardous items as soon as possible after notification/or as predetermined with the Group leader.
3. The Department will recognize Group participation via awards and signage in the sponsored park. The Department reserves the right to revise acronyms of Group names when preparing signs.