

# ADOPT-A-STOP

## PROGRAM GUIDELINES

Adopt-A-Stop is a litter reduction and prevention program from the Fort Worth Transportation Authority (FWTA). The purpose of the program is to attract public involvement from residential and community organizations, businesses, schools and individuals to maintain a litter-free environment system wide at bus stops and to ensure that the riders have an enjoyable experience.

### Responsibilities of the Adopting Organization

By adopting a bus stop, an organization commits to remove the litter and trash from their designated adoption area as well as preserving its aesthetic condition. Adopt-a-Stop partners agree to inform FWTA if the bus stop sign is knocked down or if the sign has graffiti on it. Graffiti cleaning is the sole responsibility of FWTA; participants are asked not to clean graffiti by themselves. Participants also agree to report vandalism and/or disturbances at adopted bus stop site to FWTA. Organizations agree to clean the adopted bus stop a minimum of once a week or as needed to maintain stop cleanliness.

### How to Get Started

Call Customer Service at 817-215-8600 or download the Adopt-A-Stop application form from the FWTA website at [www.FWTA.org](http://www.FWTA.org). Complete the form, and return it to FWTA. Once the form is signed and returned to FWTA, we will provide your organization's contact person with a startup care package that contains two safety vests, five trash bags, and gloves.

### Safety Considerations for Volunteers

All participants need to sign an agreement to get involved with this program. By signing the agreement, the adopting organization or individual will agree to hold FWTA harmless from any liability or claims for property damages and personal injury or loss, arising from participating in this program while on FWTA's property. The organization or individual adopting a bus stop should alert FWTA about unsafe or suspicious activity. Volunteers must not intervene or approach individuals suspected of doing questionable activities.

**BENEFITS  
FOR ADOPTING  
A BUS STOP**

- After three months: A sign at the stop with your or your organization's name recognizing the volunteer work at the bust stop, and recognition on FWTA's social media.
- After twelve months: A signed adoption certificate, and recognition on FWTA's social media.

**FOR ADDITIONAL INFORMATION,**  
contact Sandip Sen at 817-215-8173 or [Sandip.Sen@FWTA.org](mailto:Sandip.Sen@FWTA.org).

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## PROGRAM AGREEMENT

NAME OF ADOPTING REPRESENTATIVE OR ORGANIZATION: \_\_\_\_\_

ADDRESS/CITY/ZIP: \_\_\_\_\_

NAME OF PRIMARY CONTACT PERSON: \_\_\_\_\_

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

EMAIL: \_\_\_\_\_

LOCATION OF BUS STOP YOU WOULD LIKE TO ADOPT: \_\_\_\_\_

PLEASE INDICATE THE DIRECTION OF BUS STOP:  Northbound  Southbound  Eastbound  Westbound

By this agreement, \_\_\_\_\_ (Adopting Representative or Organization), and all of its authorized participants, agree to abide by the attached program guidelines set forth by FWTA for the Adopt-A-Stop program. The applicant will not hold FWTA responsible for any injuries, damages or loss that occurs as a result of participation in the program. The applicant agrees to participate in the program for at least one year from the date the application is approved.

\_\_\_\_\_  
SIGNATURE OF REPRESENTATIVE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT NAME OF REPRESENTATIVE OR ORGANIZATION

**RETURN APPLICATION TO:** FWTA | Attn: Sandip Sen | Adopt-A-Stop Program  
801 Cherry St, Suite 850 | Fort Worth, Texas 76102 or by email at Sandip.Sen@FWTA.org or fax 817-215-8709

**OFFICE USE ONLY**

DATE RECEIVED \_\_\_\_\_ RECEIVED BY \_\_\_\_\_ DATE APPROVED \_\_\_\_\_

August 2017