

GOVERNMENT OF YUKON – SPRING LITTER CAMPAIGN

WHITEHORSE AREA APPLICATION FORM

Introduction:

May is spring clean up month in the Yukon and non-profit groups can earn money by participating in the Highways & Public Works, highway clean up program. Donations of \$200.00 will be made to qualifying organizations for participation in the *Spring Litter Campaign*.

Instructions & Conditions:

1. This program is available to any non-profit organization based in the Yukon. A maximum of one application will be accepted from each organization.
 - a. An organization is defined as a group of individuals in an association, fraternity, club or other larger group. The group must be registered as a Non-Profit Society with Corporate Affairs (667-5314) or must list the names of two individuals from the group on the application form. Hockey teams, curling teams, a scout troop clubs, girl guides and scout groups are all considered qualifying organizations.
 - b. The minimum requirements of a group are: one adult supervisor with a vehicle and five volunteers.
2. Application forms will be accepted starting 8:30 am on April 3rd. Application forms must be delivered to the Highway Maintenance Administration office at: Central Workshop, 9029 Quartz Road Marwell Area, Whitehorse, phone 667-5967. Deadline for applications will be April 25.
3. The Campaign will carry on throughout the month of May.
4. Organizations will receive a confirmation letter stating the assigned area and proposed dates for the work. Requests for changes may be considered if they are received 10 days prior to the earliest date scheduled on the confirmation letter. Requests for changes are to be made by contacting Sue Anderson at 667-5322
5. *A blank invoice will be included with the confirmation letter and must be submitted upon completion of the work in order for donations to be made.*
6. All groups are required to identify a group supervisor. The group supervisor will be responsible for the following:
 - a. Pick up of the safety apparel, signs, and garbage bags at the Whitehorse Grader Station, 9024 Quartz Road, Monday to Friday between 9am and 4pm. To make other pickup arrangements call Sue Anderson at 667-5322;
 - b. Ensuring that signs are in place prior to beginning work, that all participants wear their safety apparel, and that work is being carried out in a safe manner;

- c. Ensuring the supervisor's vehicle is parked in a safe location and is available at all times during the work period;
 - d. Ensuring the assigned area has been completely cleaned;
 - e. Ensuring that all garbage is taken to a municipal land fill or appropriate disposal site;
 - f. Submitting the completed invoice and returning the safety apparel and signs, to the Whitehorse Grader Station upon completion of the work.
7. Where areas have not been cleaned properly, the organization will be contacted and asked to rectify the problem. Donations may be withheld if work is not performed to the satisfaction of the Transportation Maintenance representative.

Organization Details:

Name of Registered Organization: _____
 (or) _____

Note: If the group is not registered as a non-profit society, provide the names of two individuals from the group to whom the donation may be "Jointly" issued.

_____ *Individual #1* *and* _____ *Individual #2*

Mailing address: _____

Address to which all notifications and correspondence will be sent _____

Contact \ Supervisor:

Name: _____

_____ Phone _____ Fax _____ Email

Preferences:

	Dates	Locations	Priority (check one)
First	_____	_____	Date <input type="checkbox"/>
Second	_____	_____	Location <input type="checkbox"/>

Note: Transportation Maintenance will attempt to schedule the program and assign areas with consideration to the preferences identified here, however operational constraints will take precedence and applications will be given priority on a first come first serve basis.

Organizations wishing to clean more than one area please check the appropriate response

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

Special Conditions: _____

Declaration:

I _____ (group supervisor) have read the attached instructions and conditions and agree to perform the work as stated.
(print name)

By signing this application, our organization agrees to indemnify and save harmless the Government of Yukon from and against all claims, demands, loss, costs, damages, action suits or other proceedings resulting from activities carried out under this agreement.

In recognition of this service, Transportation Maintenance will provide a \$200.00 contribution to the named organization for each area cleaned.

Signed: _____ Date: _____