



NORTH CHARLESTON, SC

Keep North Charleston Beautiful

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SPONSOR AGREEMENT

About Adopt A Park:

The Adopt A Park program (AAP) is a volunteer activity that gives groups of five (5) or more people (or a contracted business) the opportunity to keep North Charleston's parks clean and beautiful for everyone to enjoy. The goal of AAP is to significantly improve the environment and aesthetic quality of the parks by generating a strong sense of ownership and responsibility within them. Through the AAP program, businesses, park users, and community groups can take an active role in protecting and enhancing neighborhood parks within the City of North Charleston. This will help to create safe, healthy, and beautiful parks for people and wildlife to enjoy.

Program Requirements & Expectations:

- Volunteer groups must include a minimum of five (5) members, including at least one adult supervisor aged eighteen (18) or older. (A landscaping company may be contracted to provide the labor.)
- Groups are asked to make a minimum commitment of one (1) year of service to their adopted park. After each year of volunteer service, the group may renew their commitment with KNCB staff approval.
- Volunteers agree to perform tasks at their adopted park a minimum of five (5) to ten (10) hours each month, depending on group size. If unable to meet this requirement, group will contract with a landscape company to perform park maintenance. (See page 4 of program guide for additional information.)
- KNCB staff will work with each volunteer group to determine the best tasks and location for each group. Some tasks may include: litter removal, planting, beautification, cleaning picnic tables and chairs, spreading mulch or pine straw, reporting any safety issues seen in parks, and other general beautification tasks. KNCB will provide materials needed to complete these tasks.
- Volunteers must adhere to all safety tips and conditions of adoption. Safety guidelines must be reviewed before each volunteer event.
- All volunteer activities must be performed during daylight hours while the park is open.
- Volunteer groups will designate one person to be the team leader for the group. This individual will be the point of contact for the group. The team leader will correspond, pick up supplies, and return reports to KNCB staff.
- The team leader for each group must submit a short report form after each scheduled volunteer event.

Sponsor Recognition:

- Each Adopt A Park sponsor will have a sign (24" x 48") installed in the park that they have adopted after at least three (3) months of participation. The sign will feature the group's name or logo. (If a group cannot sponsor an entire park, one sign will include two group names.) (Adopt A Flowerbed signs will be sized 8 ½" x 11".)
- Keep North Charleston Beautiful will recognize sponsoring groups on social media, including, but not limited to, Facebook and Instagram.

Group Information

Please write group information exactly as you would like for it to appear in any information released about the program (including park signs, social media posts, and media releases).

Name of Group: _____

Mailing Address: _____

(STREET ADDRESS)

(CITY)

(STATE)

(ZIP CODE)

Telephone: _____

Email: _____

Web Address: _____

Facebook Handle: facebook.com/ _____

Instagram Handle: @ _____

How did your group hear about the Adopt A Park Program?

Team Leader Information

Team Leader Name: _____

Team Leader Birthday: _____ / _____
(MONTH) (DAY)

Volunteer Preferences

What is the primary interest of your group? Beautification Litter Cleanup Both

Approximately how many hours per month would your group like to volunteer? _____

In lieu of volunteering, our group would prefer to contract with a landscaping company for park maintenance. (KNCB will help your group find a landscaping company to work with on this project.)

Do you have a preferred park or area of North Charleston where you would like to work?

Yes, our group would like to work in _____

No, please pick the park or area that is the best fit for our group or the park that needs the most attention.

Release of Liability

To the fullest extent permitted by law, the adopting group agrees to indemnify, defend, hold harmless, and release the City of North Charleston and Keep North Charleston Beautiful, their directors, officers, employers, affiliates, agents, successors, and assigns (collectively the City of North Charleston and Keep North Charleston Beautiful) from and against any and all injury, claims, losses, costs, expenses, damages, awards, or settlements (including the payment of reasonable attorneys' fees) arising out of or resulting from any and all acts or omissions of Volunteer at any sponsored City or KNCB activity.

Adopting group hereby waives any claim to the rights to the photographic recordings made of me by the City of North Charleston or Keep North Charleston Beautiful. Group hereby authorizes the editing, duplication, reproduction, copyright, exhibition, broadcast and/or non-profit use and distribution of said recording for purposes deemed suitable by the City or KNCB. Group hereby waives any right to approve the finished products.

Agreement

By signing below, I affirm that I represent _____
(NAME OF SPONSORING GROUP)

I, _____, acknowledge that I have received, understand, and agree with the
(TEAM LEADER NAME, PLEASE PRINT)

terms listed in this sponsorship agreement. If, at any time, I have a question about the terms of this sponsorship agreement, I will contact KNCB staff at the email or phone number listed on the first page of this agreement.

Signature: _____ Today's Date: _____

Submitting Your Agreement

Please submit completed Sponsorship Agreement to kncbsc@gmail.com.

Along with your agreement, businesses are **required** to provide a **Certificate of Insurance** and a **current W-9** form. Please include these items in your email with your completed Sponsorship Agreement. (Certificate of Insurance is not required if your group will be contracting with a landscaping company.)

When submitting your agreement, please also include a **high-resolution .ai or .eps copy of your group's logo**. If a high-resolution copy of your logo is not available, your group's name will be printed on the sign without a logo.

Thank you for participating in the Adopt A Park program! Your commitment to bettering the community will be appreciated by everyone who visits the parks in North Charleston.