



# CLEANUP & BEAUTIFICATION PROJECT REGISTRATION FORM



**THIS FORM MUST BE RECEIVED AT LEAST 5 WORKING DAYS IN ADVANCE OF ADOPT-A-SPOT & PRE-PLANNED PROJECTS OR 10 WORKING DAYS IN ADVANCE FOR ALL OTHERS!**

Name \_\_\_\_\_ Group \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_  
*Preferred* project date(s): 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_ & # of hours \_\_\_\_\_

1. Select one  We do not have a pre-planned project. Please assign us one.  
 We have planned a project at the following site or location. **(Provide as much information as possible regarding location, boundaries, area, etc.)**

**To help us issue supplies, please provide as much information as possible about your project (#2 - #6 below)**

2. Estimated size of cleanup\*: # of blocks \_\_\_\_\_ # of streets \_\_\_\_\_ # of alleys \_\_\_\_\_ # of miles \_\_\_\_\_  
**\*Complete for the one that best defines project size**

3. Project(s) planned or desired: a) Alley cleanup \_\_\_\_\_ b) Street cleanup \_\_\_\_\_ c) Illegal sign removal \_\_\_\_\_  
d) Graffiti cleanup \_\_\_\_\_ **\*identify surfaces w/graffiti** \_\_\_\_\_  
e) Other \_\_\_\_\_

4. *Expected* # of volunteers \_\_\_\_\_ (# children \_\_\_\_\_ # teens \_\_\_\_\_ # adults \_\_\_\_\_ # of families \_\_\_\_\_)

5. Check the supplies **you can provide**: trash bags \_\_\_\_\_ gloves \_\_\_\_\_ safety vests \_\_\_\_\_ rakes \_\_\_\_\_  
push brooms \_\_\_\_\_ shovels \_\_\_\_\_

6. Check supplies needed  
Trash bags \_\_\_\_\_ Gloves \_\_\_\_\_ Safety vests \_\_\_\_\_ Trash grabbers \_\_\_\_\_ Rakes \_\_\_\_\_  
Push brooms \_\_\_\_\_ Shovels \_\_\_\_\_ Graffiti cleanup supplies \_\_\_\_\_

Supplies are provided on first-come, first-served bases and based on available inventory and scope of project. By accepting city-issued supplies, volunteers agree to use these supplies according to guidelines provided. Arrangements must be made for supplies to be picked up from and returned to our facility within 1 business day of project.

**COMPLETE & RETURN SECTION BELOW WITHIN 1-WORKING DAY OF PROJECT COMPLETION**  
**Cleanup tools and unused supplies must also be returned within 1-working day of project completion**

Today's Date: \_\_\_\_\_ Project Completion Date: \_\_\_\_\_  
Name of group/volunteer(s): \_\_\_\_\_ Contact name: \_\_\_\_\_  
# of hours on project: \_\_\_\_\_ # of volunteers: \_\_\_\_\_ (# of: adults \_\_\_\_\_ youth \_\_\_\_\_)  
Project location (examples: 1<sup>st</sup> to 6<sup>th</sup>/Elm to Grape; 3200 block of Main St.; Colfax/Monaco to Quebec) \_\_\_\_\_

Project type(s) - check all that apply: Alley cleanup \_\_\_\_\_ Street cleanup \_\_\_\_\_ Graffiti removal \_\_\_\_\_  
Illegal sign removal \_\_\_\_\_ Other (describe) \_\_\_\_\_  
If graffiti removal, indicate items cleaned (e.g. dumpsters, poles) \_\_\_\_\_

Project size - area covered - check all that apply: # of Alleys \_\_\_\_\_ # of Streets \_\_\_\_\_ # of Blocks \_\_\_\_\_  
# of miles \_\_\_\_\_ # of bags filled \_\_\_\_\_ approximate # of graffiti sites cleaned \_\_\_\_\_  
Location of trash and large items to be picked up by City crews (intersections, alleys, etc.), if any: \_\_\_\_\_

Strangest item(s) found during cleanup: \_\_\_\_\_

**RETURN FORM IN PERSON, BY MAIL OR FAX:**  
Denver Solid Waste Management/Keep Denver Beautiful/Denver Partners Against Graffiti - 2000 W. 3<sup>rd</sup> Ave., 3<sup>rd</sup> Fl., Denver, CO 80223  
Fax - 303-446-3527 [www.denvergov.org/kdb](http://www.denvergov.org/kdb) - **QUESTIONS** - CALL 303-446-3557