



Village of Orland Park
Recreation Department

Adopt-A-Park or Path

2019

Handbook



Overview

Adopt-A-Park or Path Program

The Village of Orland Park Recreation Department invites organizations to take part in its Adopt-A-Park or Path program. Show pride in your community and work hands-on to help keep our 63 parks clean and litter free.

Commitment

Each year, a Community group commits to work in a park of their choosing one day per month in the designated cleanup months of April, May, June, September, and October. Groups can choose their participation day in each of the designated months. It is the responsibility of each Adopted Park's group representative to organize these cleanup dates, and inform the Recreation Department of the chosen dates.

Participation

The program is open to individuals, youth groups, neighborhood associations, businesses and other community groups. All participants should be over 18 unless accompanied by an adult supervisor. (Scout and youth groups accompanied by adult leaders and parents with a ratio of at least one adult per five children)

What Adopting a Park Involves

When a group adopts a park from the Village of Orland Park, the organization's members agree to perform debris and litter removal only. We ask that you do not cut, prune, or pull any landscaping, weeds or trees. We ask the Adopted Park's group representative to inform all participants within their group of the Village of Orland Park's park policies and procedures. Failure to do so will result in removal from the program. Individual group will be responsible for providing bags, gloves and buckets for litter removal.

Process

Groups that are interested in the Adopt-A-Park program will need to fill out and submit an application along with release forms for all participants. Adopted Parks will be assigned on a first come first serve basis.

Benefits

The program provides an opportunity for local schools, clubs, organizations and businesses to serve the community. It is also a great way for groups to spend quality time together outdoors and help keep our parks cleaner in the process.

Your organization's name will be acknowledged on a plaque at Centennial Park.



Guidelines

- Community groups commit to work in a park of their choosing one day per month in the designated cleanup months of April, May, June, September, and October.
- It is the responsibility of each Adopted Park's contact's person to organize cleanup dates, and inform the Recreation Department of the chosen dates.
- The parks will be assigned on a first-come-first served basis.
- Work is to be completed during park hours only (dawn to dusk).
- All participants should be over 18 unless accompanied by an adult supervisor. (scout and youth groups accompanied by adult leaders and parents with a ratio of at least one adult per five children)
- Groups can choose their participation day in each of the designated months.
- Please do not pull weeds or flowers.
- Bags, gloves, and buckets will be provided by the individual group.
- All participants are to follow the entire park policies set by the Village of Orland Park Recreation Department. Failure to do so will result in removal from the program.
- The group will place filled trash bags in trash cans, or remove those items to be recycled.
- Have fun!

Village of Orland Park Recreation Department
2019 Adopt-A-Park or Path Program Application

Date: _____

Preferred Park: 1st choice _____

2nd Choice _____

Organization: _____

Group Contact Person: _____

Phone Number:
Day: _____ Cell: _____

Mailing Address: _____

E-mail: _____

Approximate number of participants: _____

Adopt-A-Park or Path sponsors will have their name displayed on a plaque in Centennial Park, acknowledging participation in this program. Please indicate on the line below exactly how you wish your organization's name to be printed on this plaque:

_____ (Re-adopters sign name will stay the same)

As a representative of this organization, I have read and agreed to the guidelines of the Village of Orland Park Recreation Department's Adopt-A-Park or Path program. **It is my responsibility to have all participants of my organization involved in the Adopt-A-Park or Path program sign the Recreation and Parks Waiver forms.** I understand my group will be removed from the program if all guidelines are not followed.

Signature: _____ Date: _____

Please return this form to Jean Petrow:

Mail: Village of Orland Park Recreation Department
Attn: Jean Petrow
14600 S. Ravinia Ave.
Orland Park, IL 60462

Email: jpetrow@orlandpark.org

Fax: 708-403-6380



VILLAGE OF ORLAND PARK RECREATION DEPARTMENT

PROGRAM VOLUNTEER

RELEASE AND INDEMNITY

In consideration of the permission extended to me by the Village of Orland Park, to participate in the **Adopt - a - Park or Path program**, and for other valuable consideration, I, _____, of the address of _____ (street address, city, state and zip code), for myself, my heirs, executors, personal representatives, administrators and assigns do hereby FULLY AND FOREVER RELEASE AND DISCHARGE the Village of Orland Park and its officers, employees, servants and agents from any and all other claims and demands, damages, on account of, or in any way resulting from losses suffered by me, arising out of the activities on the premises of the Village of Orland Park in any way associated with the **Adopt - A - Park or Path program**. This RELEASE AND INDEMNITY is also intended to include any losses incurred or arising out of instructions, training and directions received in the course of any of the activities described or mentioned herein.

Furthermore, in consideration of the foregoing premise I do, for myself, my heirs, executors, administrators, personal representatives and assigns, hereby expressly stipulate, covenant, and agree to INDEMNIFY AND HOLD HARMLESS the Village of Orland Park and its officers, employees, servants, agents, and all other persons whomsoever against and from any and all losses and claims for loss which hereafter arise, or are instituted or recovered against the Village of Orland Park, and its employees, servants, agents or officers.

I further acknowledge that I am a person 18 years of age or older and am familiar with the nature of the program activities that may occur and take place in the course of the **Adopt - A - Park or Path program**, and I am cognizant of the danger to my person and property presented by my participation therein; and, in accordance with this RELEASE AND INDEMNITY, do assume such risks. I further acknowledge that I am also aware of the peculiar dangers that exist in the operation or conduct of **Adopt - A - Park or Path** associated with Village events.

I HAVE READ THIS RELEASE AND INDEMNITY AGREEMENT AND SIGN THE SAME AS MY OWN FREE AND VOLUNTARY ACT. THE TERMS OF THIS RELEASE AND INDEMNIFICATION AGREEMENT ARE CONTRACTUAL AND NOT A MERE RECITAL.

Signature of Participant

Signature of Parent if under 18

DATE _____



ORLAND PARK

Village of Orland Park Recreation Adopt-A-Park or Path

Volunteer Tracking Form

Park: _____

Group: _____

Date: _____ **Number of volunteers:** _____

Name	Adult	Minor	Waiver On File

Please list additional participants on reverse side.

Mail: Village of Orland Park Recreation Department
14600 S. Ravinia
Orland Park, IL 60462

Email: jpetrow@orlandpark.org
Fax: 708-403-3462



ORLAND PARK

Village of Orland Park Recreation Adopt-A-Park or Path

Volunteer Hours Tracking Form

Groups are asked to record volunteer hours after each clean-up date. Please fill out the form below and submit it by mail, e-mail or fax.

Mail: Village of Orland Park Recreation Dept.
14600 S. Ravinia
Orland Park, IL 60462

Email: jpetrow@orlandpark.org

Fax: 708-403-3462

Date	Name	# of Hours Worked
Group:		
Adopted Site:		

Additional participants can be listed on reverse side.