



TEAM UP TO CLEAN UP

City-Wide Volunteer Clean-up Campaign

Registration Confirmation

Thank you for volunteering to take part in Troy's 4th Annual City-Wide Volunteer Clean-up Campaign - Team Up to Clean Up! We are thrilled to have you participating! The dates for this year's event are March 1, 2017 – April 30, 2017. I have «Organization» registered to pick-up litter at «Location» on «StartDate». Attached is the Group Leader Guide, Registration Waiver, and Event Recap and Participant Survey.

Group Leader Documents can be found on our website at <http://www.troyal.gov/tutcu>

1. Registration Confirmation email (this email),
2. The Group Leader Guide, (attached)
3. The Registration Waiver, (attached) and
4. The Event Recap and Participant Survey (survey link below)

Be sure to read the Group Leader Guide first and call us with any questions (334.670.6025). Before you begin picking up litter, **all participants must sign a waiver**. Participants can either read or sign the attached Registration Waiver OR complete an official permission slip normally used by your organization. Parents/legal guardians will need to read and sign the selected waiver for participants under the age of 18. Please keep your completed waiver with you while you are collecting litter.

Garbage bags, recycling bags, and litter grabbers are available for pick up at Troy City Hall by your designated representative Monday through Friday within seven days of your scheduled clean-up date.

Once you have completed the litter pick up, please pile the bags in a location where a vehicle can access (you can make multiple piles) and call us. Please follow the additional instructions included in your Group Leader Guide.

After your pickup, drop your waiver (with the items listed below) off at Troy City Hall NO LATER THAN May 5, 2017. In order for your team and team members to be eligible for the drawing to the \$100 VISA Gift Card, courtesy of TB&T, we need all of the following items returned to us by May 5, 2017. Items we need back to successfully record the Troy's 4th Annual City-Wide Volunteer Clean-up Campaign - Team Up to Clean Up outcomes are as follows:

- Waiver
- Any supplies other than bags provided by KTB, such as litter grabbers, vests, gloves, etc.
- Event Recap and Participant Survey (To complete online: <https://www.surveymonkey.com/r/PDJX7M8>)
- Photos from your group's pick up to be used promoting future events *please email these to ktb@troyal.gov or upload to facebook and tag @keepstroybeautiful*

Please do not hesitate to contact us at 334.670.6025 or email (ktb@troyal.gov) for additional information or if you have further questions.

Save The Date for the 2018 Team Up to Clean Up Campaign – March 1, 2018 through April 30, 2018!

Thank you for your efforts to Keep Troy Beautiful!