



# sanitation

## **Volunteer Cleanup Application**

### **REVIEW THE GUIDELINES BELOW PRIOR TO SUBMISSION**

The Department of Sanitation (DSNY) provides volunteers and community groups with tools (shovels, rakes and brooms), disposable supplies (bags and gloves), and trash collection. It is not necessary to borrow tools from DSNY to receive trash collection for your cleanup.

Volunteer Cleanups are intended to clean public streets and sidewalks, excluding parks and beaches. Tools may not be used to clean private property, such as vacant lots, yards, abandoned or occupied houses.

Trash is to be bagged and placed at an intersection or address on your cleanup route. The local offices will be notified of your event and bag placement. If the pickup location changes, you must notify us by email immediately.

It is your responsibility to pick up and return the tools borrowed from DSNY. DSNY loans one tool per volunteer. You will receive a tool loan confirmation email with the location and contact information.

Any damaged or missing equipment must be replaced by your group. Return replacement items along with the tools borrowed on your scheduled tool return date. Bags and gloves do not need to be returned.

DSNY requires two weeks' notice to schedule a Volunteer Cleanup. If there is a change to how many tools you need or where and when you want us to pick up the trash, 3-day notice is required. We also need to know about cancellations or changes to date, time and location as soon as possible.

DSNY reserves the right to list and promote your cleanup on its agency website and social media platforms. If you do not want your event listed, please check the box below.



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## Volunteer Cleanup Application

1. Organization Name: \_\_\_\_\_
2. Event Name: \_\_\_\_\_
3. Both contacts must be prepared to answer all questions for this cleanup event.

### Primary Contact:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Secondary Contact:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

4. Date of Cleanup: \_\_\_\_\_

Start time: \_\_\_\_\_ End Time: \_\_\_\_\_

### Rain Date:

Start time: \_\_\_\_\_ End Time: \_\_\_\_\_

5. Enter the name of the main street(s) you will clean and the cross streets. Include street suffixes i.e., Road, Street, Place, Avenue

a. Main Street to be Cleaned: \_\_\_\_\_  
Cross Street(s): \_\_\_\_\_

b. Main Street to be Cleaned: \_\_\_\_\_  
Cross Street(s): \_\_\_\_\_

c. Main Street to be Cleaned: \_\_\_\_\_  
Cross Street(s): \_\_\_\_\_



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6. Enter the location(s) where the garbage will be placed for collection. The trash is expected to be on location at the end of your cleanup.

a. **Bag pick up location:** \_\_\_\_\_

Check one:

*at the intersection*

*in front of a designated address*

b. **Bag pick up location:** \_\_\_\_\_

Check one:

*at the intersection*

*in front of a designated address*

c. **Bag pick up location:** \_\_\_\_\_

Check one:

*at the intersection*

*in front of a designated address*

7. What are you collecting?

Litter (wrappers, cups, etc.)

Large items (tires, wood, etc.)

8. How many tools do you need? We only provide one tool and pair of gloves per person. Bags and gloves are supplied depending on availability.

Brooms: \_\_\_\_\_

Shovels: \_\_\_\_\_

Rakes: \_\_\_\_\_

Bags: \_\_\_\_\_

Pair of Gloves: \_\_\_\_\_

9. How many volunteers do you expect for this cleanup? \_\_\_\_\_

10.  I do not consent to DSNY sharing information about this cleanup.