

RICHMOND NEIGHBORHOODS' VOLUNTEER CLEANUP PROGRAM

In cooperation with the
CLEAN CITY COMMISSION
Making Richmond "Clean and Safe"

Any neighborhood or business association or group of concerned neighbors may request City refuse trucks to assist their volunteers cleanup effort. The City will waive the \$50 appliance collection fee for any registered volunteer group cleanup. To take advantage of this free opportunity call the Clean City Commission to register your association's or group's cleanup date. Requests are taken on first come, first serve basis, and usually require a minimum of 4 weeks notice. Each group may conduct up to 4 cleanups per year.

Please remember these guidelines when planning your cleanup:

- **ALL BRUSH MUST BE CUT INTO 4 FT. LENGTHS AND BUNDLED** for easy pick up by volunteers.
- **A LIST OF ADDRESSES WHERE APPLIANCES OR TIRES NEED TO BE PICKED UP MUST BE SUBMITTED BY THE THURSDAY BEFORE YOUR CLEANUP** (two volunteers need to be assigned to work with the stakebody / appliance truck).
- If volunteers do not complete all pickups on their scheduled cleanup day, a second volunteer cleanup will need to be scheduled, **THERE ARE NO PICKUPS MADE THE FOLLOWING WEEK BY PUBLIC WORKS CREWS.**
- The Dept. of Public Works will provide a driver for each truck, additional staff is not available.
- **A MINIMUM OF 5 ADULT VOLUNTEERS PER TRUCK IS REQUESTED.**
- A minimum cleanup area of 6 blocks is required.
- Cleanup hours begin at either 7:00, 7:30 or 8:00 a.m. and end by 11:30 a.m. Cleanups are not scheduled the Saturday before or following a legal City holiday.
- Scheduled cleanups are held **RAIN or SHINE.**
- If volunteers are not at the designated location at the scheduled start time the cleanup trucks will be forfeited (keep in mind, it may be several weeks until the next open date).
- Each individual volunteer group may set their own requirements for pickup; i.e. will not pickup large piles of brush or you must assist with loading your own discards.
- The Dept. of Public Works reserves the right to adjust the number of trucks provided due to availability, size of area to be cleaned, and the number of volunteers.
- The Clean City Commission will make copies, at no charge, of any promotional flyer provided by the volunteer organization.
- Acceptable pickup items include: bulk household trash, yard waste, tires, furniture.
- **NO CONTAINERS OR ITEMS MORE THAN 50 LBS.**
- NO BROKEN GLASS IN PLASTIC BAGS.
- NO BUILDING MATERIALS.
- Bulk trash is accepted at the transfer stations free of charge for all city residents.
- Up to 4 tires, off the rim, may be placed beside your supercan for regular weekly pickup.



CLEAN CITY COMMISSION
RICHMOND NEIGHBORHOODS VOLUNTEER CLEANUP
"Keeping Richmond Clean and Safe"

Association Name: _____

Contact Person: _____

Address: _____ ZIP _____

Day Telephone: _____ Evening: _____

Date of Cleanup: _____ Start Time: 7:00 am or 7:30 am or 8:00 am (circle one)

End Time: 11:30 am

Where will volunteers meet on day of cleanup: _____

Boundaries of cleanup area: _____

How many volunteers are expected: _____
(Must have a minimum of 5 volunteers per refuse truck, two volunteers for a stakebody truck)

Type of Truck: Loadpacker (refuse) _____ Stakebody truck (appliances) _____

Total No. of Trucks: _____

Need copies of your organizations flyers? Yes _____ No _____ How many _____
(must provide your own flyer design, copies provided free of charge)

Note: This form must be received by the Clean City Commission Coordinator four weeks prior to the cleanup date in order to process request. The Department of Public Works reserves the right to adjust the number of trucks provided due to the availability of equipment, size of area to be cleaned and the number of volunteers participating.

Mail to: Clean City Commission Coordinator or FAX: 646-6629
900 E. Broad Street, Room 701
Richmond, Virginia 23219

Office Use Only: Order sent to Refuse Department - Date _____