

WV Adopt-A-Spot

Sign Order Form & 1st Cleanup Report

Order form for Recognition Signs

Complete this form and take it to the Department of Transportation County Garage immediately following the first roadside litter pick-up. Future cleanups should be reported on the gray Adopt-A-Spot™ cleanup card.

I.D. Number (required)	Clean-up Date
Organization	County
Contact Person	Has contact person changed? Yes ___No___
Address	Day Phone
City	Evening Phone
State	E-mail
Zip	FAX

Location of Adopted Spot

Route Number or Road Name	
Route Number or Road Name of Nearest Intersection	For Office Use Only MP
Distance from Nearest Intersection	

Cleanup Information

Bags Collected?	Hours Worked?	Volunteers?	
Did you recycle?	Lbs Glass	Lbs Plastic	Lbs Aluminum

Name to Appear on Recognition Sign

Take completed form to DOT garage. This form must be on file before your signs can be ordered.

***** ONLY ONE GROUP OR INDIVIDUAL NAME PER SIGN *****

MAXIMUM 18 LETTERS PER LINE INCLUDING SPACES BETWEEN WORDS. MAXIMUM LINES IS TWO. MESSAGES ARE NOT PERMITTED. ONLY STANDARD ABBREVIATIONS MAY BE USED. NAMES OF BUSINESSES, ORGANIZATIONS, FAMILIES OR INDIVIDUALS MAY BE USED.

DOH COUNTY APPROVAL	DATE	DEP Approval	Date
DOH DISTRICT APPROVAL	DATE	DATE	