



Terms and Conditions

The City of Calgary is committed to creating and sustaining a vibrant, healthy, safe and caring work environment. At community cleanups, this includes collaborating with event coordinators, volunteers, residents and City staff to create a respectful workplace. To support this, The City has a respectful workplace policy that outlines expectations around behaviours while attending the community clean-up.

Please read the following to ensure all parties participating understands. The organizer of the event is required to sign below. Please scan a signed copy of this form and email it back to the [Community Safety Program Coordinator](#). For this program to succeed, participants need to want to participate in the program and agree to abide by the following guidelines:

- Community Clean-Ups are typically scheduled 9 a.m. – 2 p.m. The Clean-up can be for a shorter timeframe, but it cannot start earlier than 9 a.m. or end later than 2 p.m. The community's responsibility is to turn away residents who arrive after 2 p.m.
 - Organizers can also close the line earlier than 2 pm so that people don't have to be turned away after waiting in line. An option at any rate
- Volunteers will be present throughout the day to assist in handling items for packer trucks, site management, and ensuring that inappropriate and unacceptable items are turned away.
- Promotional materials will be provided to Calgary Community Standards for the Community Safety Program Coordinator's approval **before** distribution.
 - All advertisements will clearly outline items that will not be accepted at the clean-up and recognize Community Standards and Waste & Recycling for their contributions (logos can be provided).
- A site manager has been appointed. The site manager will stay on-site throughout the entire event and liaison between volunteers, the public, and City crews. The site manager must also provide a contact phone number for the day of the event (cell phone).
- Items left at the site after the cleanup will be the community's responsibility. The community will be billed for the cost of equipment and staff if Waste & Recycling needs to return after 2 p.m. to remove additional items. We suggest that signs be created indicating the event is over, but post other Community Clean-Up dates that residents can go to if they missed your event.
- Volunteers will be briefed that the items listed previously may not be placed in the packer trucks or brought to the cleanup site unless the community has contracted a private company.
- If other recycling services are arranged, the community will take full responsibility for the supervision and clean-up of items that show up as a result. The City of Calgary is not responsible for incidents due to these services being offered. *(Please note: Certified recycling services must be used to ensure that all required regulations are being adhered to regarding the handling and transport of these items.)*
- If using personal trucks, loads will be properly tarped according to The City of Calgary Traffic Bylaw 26M96 – Tarping Bylaw.
- There will not be a user fee for citizens to deliver waste material to the packer trucks (packer trucks are provided by the City of Calgary at no charge). Some additional recycling services (e.g. car seats) may cost the Community Association money. It is okay for the Community Association to charge residents to recoup costs of other recycling services only.
- Failure to abide by the terms laid out will jeopardize future City of Calgary assistance with community clean-ups.

**I acknowledge and agree to the above guidelines for a smooth Community Clean up event.
(Please sign and return this form upon review)**

Event Organizer Name (Printed)	Signature	Date
Witness (Printed)	Signature	Date