



Public Works and Utilities  
Road Maintenance & Operations

**ADOPT-A-ROAD EQUIPMENT REQUEST FORM**

**Please allow 48 hours notice**

Equipment requests may be submitted by Fax, Email, or in person at the address listed below.

Today's Date: \_\_\_\_\_ Date of Litter Pick-Up: \_\_\_\_\_

Group/Association/Organization Name: \_\_\_\_\_

Signature of Group/Association/Organization Representative:

\_\_\_\_\_ X \_\_\_\_\_  
Print Name (Group Representative) Signature (upon receiving equipment)

Contact phone number for group representative: ( ) \_\_\_\_\_ - \_\_\_\_\_

Equipment Requested: Hardhats \_\_\_\_\_ Vests \_\_\_\_\_ Litter Bag Roll(s) \_\_\_\_\_ Signs (w/ stands) \_\_\_\_\_  
(25 bags per roll)

Requesting equipment from:

- \_\_\_\_\_ Central Maintenance Facility (CMF - Spanaway pickup times are 7:30am-4pm)
- \_\_\_\_\_ East County Maintenance Facility (ECMF - Bonney Lake pickup times limited to 7:30-8am or 3:30-4pm\*)
- \_\_\_\_\_ North County Maintenance Facility (NCMF - Purdy pickup times limited to 7:30-8am or 3:30-4pm\*)

\* other pick-up times may be available by appointment with 48 hours advance notice

Requesting to pick up equipment on:

Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Return Date: \_\_\_\_\_

**NOTE:**

**We appreciate your participation in the Adopt-A-Road Program. Please be sure to fill litter bags full and stack them in one or two litter bag pickup locations for our crew. Please note that it is a requirement of the Adopt-A-Road Program to complete a Statistical form as well as having a Participant Registration on file with us for each participant. We appreciate your promptness in completing the required paperwork within five days of your pick-up event. Thank you for your cooperation and your commitment to the community!**

**\*\*\* To be filled in by Pierce County Road Operations Personnel \*\*\***

All of the above equipment was returned to me at: \_\_\_\_\_ Shop

Date: \_\_\_\_\_ X \_\_\_\_\_  
Signature of Pierce County Road Operations employee checking in equipment

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|--|---|
| Adopt-A-Road Coordinator                 | _____ Emailed request to Tool Room/NCMF/ECMF          |
| Pierce County Public Works and Utilities | _____ Statistical Form received                       |
| Road Operations and Maintenance          | _____ Stats entered                                   |
| 4812 196th St E                          | _____ Stats scanned to file                           |
| Spanaway, WA 98387                       | _____ Participant registrations & signatures verified |
| (253)798-6000                            | _____ RFA entered                                     |

Email: [pcadoptaroad@co.pierce.wa.us](mailto:pcadoptaroad@co.pierce.wa.us)

[www.pierce.countywa.org](http://www.pierce.countywa.org)