



## ADOPT-A-SPOT/GARDEN VOLUNTEER WORK FORM

**Adopted Spot/Garden Location:**

**Individual/Group:**

**Date/Range of cleanup report:**

**Start time:**

**Finish time:**

**# of participants:**

**Total number of bags of litter collected:**

**Site condition (before project):**  Excellent/very good  Good  Average  Fair  Bad

**Site condition (after project):**  Excellent/very good  Good  Average  Fair  Bad

**Most common litter items:**

**Project follow-up:**

No bag/debris collection needed (*disposed on-site/removed by volunteers*)

**- Or -**

Please request pick-up of (#) \_\_\_ collected bags/other debris at *this specific location:*  
(note N/S/E/W – side of road, park, or wash. Give landmarks if possible)

**Need more supplies for our next project** (*May be obtained from KFB by appointment*)

**Comments for maintenance, repairs, replacement or other project-related requirements:**

(*examples: planting, watering, weeding, mulch, safety hazards, etc.*)

**Any illegal activity or items not safe to dispose of during the cleanup?**

(*examples: drug activity, homelessness, needles, diapers, etc.-please describe location*)

**Group Coordinator name:**

**Phone #:**

**A work form should be completed after each event, and sent to:**

Keep Florence Beautiful, P.O. Box 7307, Florence, SC 29501  
or email [jessica@keepflorencebeautiful.org](mailto:jessica@keepflorencebeautiful.org)

**Report dangerous conditions to Keep Florence Beautiful, at (843) 779-5332. Emergencies: 911**

The City of Florence will be supplied with information from this form as needed.