






Trash for Cash Pre-Event Instructions

Your Group _____ has been assigned a litter pickup route in Kenton County, for the weekend of _____. Your route consists of both sides of the road from _____ for a total of _____ miles. An attached PDF map for your guide. Please keep all participants on the same side of the road during the cleanup, unless your assigned route has sidewalks.

1. Group leaders **must turn in all signed liability forms when picking up the supplies from office.**
2. Supplies are available for pickup Wednesday – Friday, 7:30am-3:30pm the week of a group's assigned date.
3. Supply list:
 - a. Road Safety Signs (each group may have up to four signs)
 - b. Two grey totes filled with safety vests, plastic gloves, trash bags, grabbers.



- c.   
4. Please review the Trash for Cash Agreement you submitted for safety tips with your volunteers on the day of your event. It is strongly encouraged that one of your adult volunteers follow the group in a vehicle with its hazard lights in areas where there are no sidewalks.
5. Please place all trash bags in a large pile at brief description of location.
6. If you find any large items (e.g. tires, furniture, etc.), please leave it in its spot and inform me of the precise location.
7. Closeout Documents (attached)
 - a. All program supplies must be returned to 420 Independence Station Rd. by 3:30pm on Tuesday, following event. Safety vests must be washed and folded.
 - b. The Invoice will be submitted for payment through the Fiscal Courts, once all supplies and closeout documents are received and approved.

**Please let me know if you have any questions before your scheduled cleanup.
Thank you for helping to keep Kenton County litter-free!**

**Melissa Grandstaff
Kenton County Solid Waste Coordinator,
(859) 392-1919 or Cell (859) 653-6389**