

Rest Area Activities Program Application

Idaho Transportation Department



Please type or print all requested information.

Volunteer Group Information

Group Name	
Tax Exempt Number	501(c)-3 Status
Address	
Rest Area Activities Chairperson	
Daytime Phone	Email
Address	

Rest Area Information

Rest Area Name	
<input type="checkbox"/> East Bound <input type="checkbox"/> West Bound <input type="checkbox"/> North Bound <input type="checkbox"/> South Bound	
Dates Requested (1-3 continuous days) From - - To - -	Alternate Dates From - - To - -
Hours of Operation (daylight to dark minimum) From a.m. To p.m.	Number of Volunteers working at one time
Rest Area Activities Chairperson's Signature	Date
District Approval	Date

Department Use Only

Rest Area Activities Program Agreement Terms and Conditions

Idaho Transportation Department



Volunteer Group Name	Rest Area
Activity Date(s)	Activity Times
From - - To - -	From a.m. To p.m.

The Idaho Transportation Department (ITD) agrees to permit the volunteer group to dispense free refreshments at this Rest Area for the above stated period of time.

The volunteer group agrees to the following terms and conditions.

1. The volunteer group must be recognized as a 501(c)-3 nonprofit organization.
2. Group members shall be required to sign a release form before participating in any refreshment dispensing activities.
3. The volunteer group shall be responsible for prohibiting members from either possessing or consuming alcoholic beverages or illegal drugs during group activities.
4. Refreshment serving is to be conducted for improving the safety of the traveling public.
5. Refreshments will be limited to hot or cold, non-alcoholic, non-carbonated beverages, donuts and cookies. All services and refreshments offered must be free of charge.
6. Only one initial reservation is allowed each year. Additional applications may be made if no other organization has applied for designated days. ITD may restrict reservations to only one initial holiday weekend reservation each year. Additional applications may be made for non-holiday weekends.
7. A single agreement to dispense refreshments may be issued for up to three continuous days.
8. A copy of this agreement must be posted during group activities.
9. Agreements issued to a subgroup of a volunteer group will be considered to be issued to the parent group. The parent group is responsible and liable for any damages caused by the subgroup. Agreements are nontransferable.
10. A minimum of daylight to dark schedule each day of operation is required.
11. A responsible adult representative of the group, 21 years of age or older, shall be on the premises during all group activities.
12. Failure of a group to dispense refreshments or to notify the issuing office of ITD of a cancellation at least one week prior to the date of the agreement may result in suspension of eligibility for future agreements.
13. The volunteer group may have two (2) signs at the dispensing site showing the service and the group's name. For example, "Free refreshments, Compliments of (*Your Group Name*)". The maximum size of these signs shall be 18" x 24".
14. Signs will not be posted, or attachments of any kind be made, to any buildings, trimmings, or facilities. Volunteer groups will be responsible for any repair costs resulting from noncompliance.
15. When a Visitors Information Center is present, the public's requests for information and products will be referred to the Visitors Information Center. Volunteer group members will not remove materials from the Visitors Information Center.
16. One opaque container, with the word "Contributions" or "Donations" in letters no larger than 2" high will be allowed. All other solicitations of contributions and donations are forbidden. State law prohibits sales by item except for the vending of products by the Idaho Commission for the Blind and Visually Impaired (ICBI).
17. All supplies not in immediate use must be stored out of sight. No use of any building for storage will be allowed. Visible supplies must be kept and maintained in an orderly and neat manner.

18. Refreshment serving is to be carried out solely within the rest area as directed and approved by ITD personnel. Camping type vehicles such as pickup campers, travel trailers or motor homes will not be used for dispensing refreshments. The activity, including serving from a self-contained dispensing vehicle, must take place free from any ramp or surface used for the movement of pedestrians or vehicles and must not block or hinder access to restrooms or vending machines provided by ICBI.
19. Water will be obtained from outside building faucets or as directed by ITD personnel.
20. Electrical power may not be furnished by ITD. If power is furnished each 20 amp circuit (2200 watts) designated for use by the group shall be provided a ground fault interrupter. If power is lost, the "reset" button located next to the "test" button in the center of the receptacle shall be pressed. If electrical power is not restored, the on-duty Rest Area Caretaker will be advised, if available. If power is restored by pressing the "reset" button and the circuit continues to fail when put to use, an improper extension cord or faulty appliance may be the cause. No interior building outlets will be utilized. Not all buildings have exterior outlets. In this case, the group is responsible for furnishing an appropriate power source for their appliances.

Electrical Power <input type="checkbox"/> Is <input type="checkbox"/> Is Not Available At This Rest Area.

21. Volunteer groups will furnish their own supplies and cleaning equipment. Groups must remove debris from the rest area grounds and leave the restrooms neat and clean. All debris associated with the dispensing of refreshments is to be put into plastic bags. The bags shall be tied and placed in garbage containers or removed from the rest area grounds. If garbage containers are full, the plastic bags are to be placed behind the rest area building adjacent to the exterior wall next to the storage room doors.
22. Volunteer group members shall park their personal vehicles at the end of the automobile parking area and away from the restroom building. Camping in shelters, picnic, and grass areas is not allowed.
23. Except for guide dogs for the disabled, all dogs must be kept on a leash in the pet area.
24. "At grade" crossing of the interstate median is strictly prohibited. Participants shall use available interchanges.
25. Violation of provisions by groups may be cause for cancellation and denial of future reservations.

If, in the sole judgment of ITD personnel, the group is not meeting the provisions of this agreement, ITD may terminate the agreement. This agreement may be modified in scope or altered in any other manner at the sole discretion of ITD personnel. ITD reserves the right to modify or cancel the Rest Area Activities Program at any time and for any reason at the sole discretion of ITD.

The volunteer group acknowledges and agrees that if any actions by the group relative to the performance of this agreement are determined to be contrary to any legislative restrictions or any restrictions on the use of appropriated funds for political activities, or ITD policy, rules, or procedures, ITD shall have the right to take any and all necessary remedial actions, including, but not limited to the removal of the volunteer group from the rest area.

Rest Area Activities Chairperson Signature	Date
ITD District Engineer Signature	Date

If ITD personnel are needed during group activities please call one of the following:

- On-Duty Rest Area Caretaker
- Rest Area Foreman (208)
- Maintenance Foreman (208)
- Other ITD personnel (208)

Volunteer Release Of Liability
Adopt-A-Highway, Volunteer Services, or Rest Area Activities Programs
(For Participants Under Age 18)



All participants under the age of eighteen (18) must have this Release form signed by their parent or guardian.

Signed Release Forms must be returned to the Idaho Transportation Department prior to participation in the Adopt-A-Highway, Volunteer Services or Rest Area Activities Programs.

Volunteer Organization	Date
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I do hereby release and discharge the state of Idaho, the Idaho Transportation Board, the Idaho Transportation Department, and their officers, agents, and employees from all claims, demands, and causes of action of every kind whatsoever for any damages and/or injuries that may result from my participation in the Adopt-A-Highway Program and/or other volunteer activities occurring on or near state highway rights-of-way, on state property, or in state buildings.

I further agree to hold harmless the state of Idaho, the Idaho Transportation Board, the Idaho Transportation Department, and their officers, agents, and employees from liability for any damages or injuries resulting from any negligence or willful wrongdoing on my part during my participation in said volunteer activities occurring on or near the state highway rights-of-way, on state property, or in state buildings.

As a prerequisite to participation in the Adopt-a-Highway or Volunteer Services Programs, I have reviewed ITD's roadside safety training materials: *Guidelines for Litter Pickup/Traffic Control Plan for Volunteer Group Litter Pickup*; *Safety Tips*; and *Bag It, Move It, or Leave It?* (Does not apply to Rest Area Activities or Artifact Curation Programs.)

Minor's Name (please print)	Minor's Signature
Minor's Address	

I certify that I am the above minor's legal parent or guardian and hereby grant permission for him/her to participate in the Adopt-A-Highway, Volunteer Services, or Rest Area Activities Programs. I further agree to abide by the stipulations set forth in the above paragraphs.

Parent's or Guardian's Name (please print)	Parent's or Guardian's Signature
Parent's or Guardian's Address (if different from minor)	

District 1 Adopt-A-Highway Contact Information

Foreman No.	Foreman Area	Foreman /Leadman	Phone #	Cell #	Fax #
120	Bonnors Ferry	George Shutes	267-3531	661-9028	267-6002
		Ron Carpenter	267-3531	No cell	267-2486
160	Coeur d'Alene N & W	Marc Johnson	772-1250	699-2350	772-1203
		Vacant	772-1250	No cell	772-1203
170	Coeur d'Alene S & E	Dave Palmer	772-1267	661-9018	772-1203
		Vacant	772-1267	No cell	772-1203
130	Clark Fork	Shannon Thornton	266-1417	699-2353	No fax
		Mike Chapman	266-1417	597-6248	No fax
170	Harrison	Dave Palmer	245-1516	661-9018	772-1203
		Rod Taylor	245-1516	No cell	772-1203
140	Mullan	Dave Autio	744-1276	699-2354	744-1402
		Gary Sjogren	744-1276	No cell	744-1402
140	Osburn	Dave Autio	556-2711	699-2354	556-6304
		Bruce Van Broeke	556-2711	No cell	556-6304
150	Plummer	Dave Oakes	686-1523	568-0060	686-2513
		Mark Smith	686-1523	No cell	686-2513
130	Priest River	Shannon Thornton	448-1215	699-2353	No fax
		Monte Russell	448-1215	No cell	No fax
130	Sandpoint	Shannon Thornton	263-3412	699-2353	263-6731
		Dave Bohrn	263-3412	699-6196	263-6731
150	Santa	Dave Oakes	245-3201	568-0060	245-9731
		Ralph Wernecke	245-3201	No cell	245-9731
160	Spirit Lake	Marc Johnson	623-4491	699-2350	623-4491
		Lynn Oliver	623-4491	No cell	623-4491
150	St. Maries	Dave Oakes	245-2021	586-0060	245-1701
		Larry Willey	245-2021	No cell	245-1701
Coeur d'Alene	A-A-H Coordinator	Diane DuBos	772-1297	No cell	772-8039

District 3 Adopt-A-Highway Contact Information

Foreman No.	Foreman Area	Foreman/Leadman	Phone #	Cell #	Fax #
380	Banks	Danny Davis	793-2383	630-4204	793-2518
		Joe Church	793-2383	869-7668	793-2518
340	Boise	Eric Copeland	334-8361	484-9868	334-8917
		Dan Hurlbert	334-8361	830-3623	334-8917
350	Bruneau	David Labar	845-2710	830-3636	845-2710
		Jim Morrison	845-2710	921-7457	845-2710
370	Caldwell	Ken Couch	459-7429	830-3638	459-0161
		Vacant	459-7429		459-0161
380	Cascade	Danny Davis	382-4675	630-4204	382-3104
		Jerry Hiller	382-4675	484-8206	382-3104
320	Council	Robin Freeman	253-6932	469-0975	No fax
		Vacant	253-6932		No fax
330	Emmett	Alan Jones	365-5841	484-8208	No fax
		Paul Standley	365-5841	739-1216	No fax
350	Hammett	David Labar	366-7559	830-3636	No fax
		Carl Vaughn	366-7559	954-9354	No fax
390	Idaho City	Rob Blout	392-6628	830-3621	392-6744
		Brian Inwards	392-6628	No cell	392-6744
390	Lowman	Rob Blout	259-3311	830-3621	259-3310
		Bob Frisbie	259-3311	No cell	259-3310
370	Marsing	Ken Couch	896-4485	830-3638	896-4485
		Jeramie Gregory	896-4485	869-8775	896-4485
350	Mountain Home	David Labar	587-7966	830-3636	587-9831
		Monte Larsen	587-7966	954-9353	587-9831
320	New Meadows	Robin Freeman	347-2291	469-0975	347-2198
		Kraig Spelman	347-2291	634-6780	347-2198
330	New Plymouth	Alan Jones	278-3246	484-8208	278-3617
		Shona Cheever	278-3246	550-1425	278-3617

District 3 Adopt-A-Highway Contact Information

350	Riddle	David Labar	759-3927	830-3636	No fax
		Steve Engelbert	759-3927	No cell	587-9831
330	Weiser	Alan Jones	549-1305	484-8208	549-8038
		Bill Fochtman	549-1305	642-7699	549-8038
Boise	A-A-H Coordinator	Althea Fackrell	332-7187	No cell	334-8917