



Town of Riverhead Adopt-A-Park

Parks Office – 55 Columbus Avenue Riverhead NY 11901

schandel@townofriverheadny.gov

631-727-3200 x733

Advanced Tasks Request Form

Please complete and return this form if you or your group would like to perform an advanced task at your park. (This form should be returned at least 4 weeks prior to the proposed task date) An advanced task is one that will require approval and/or supervision from Park staff, as well as special training, equipment not regularly stocked by the Town of Riverhead Adopt a Park Program. Tasks can include planting projects or plant removal, major weeding removal, pruning, repainting park fixtures or buildings, and other possible tasks.

Group Name:

Group Contact Person:

Phone: _____ Email: _____

Park or Beach: _____ Proposed Project Date: _____

Please describe your proposed project:

Will you need:

Maintenance staff instruction and supervision? Yes/ No / Not Sure

Debris Pick up? Yes / No / Not Sure

Additional Volunteers? Yes/ No / Not Sure

I understand I may not perform this task until this form is approved by the Park staff and that Park staff may deny the task at any time.

Volunteer Signature

Date

For office use only:

Will group leader need to meet with the park staff prior to approval? Yes / No

Will task require supervision? Yes /No

Approved / Denied by: _____ Date: _____

Park Staff assigned to supervise task: _____