Registration Steps:
Read carefully. Complete all steps. Electronic signatures are acceptable.

1. **Choose your top three volunteer dates using the 2019 Date Request Form.**

2. **Fill out and sign the Property Use Agreement.**

3. **Provide a certificate of insurance.**

   Note the following:
   - The minimum for general liability insurance is $1.5 million per occurrence and $2 million in general aggregate.
   - Use the following language when adding Ramsey County as additionally insured: “Ramsey County, its officials, employees, agents and volunteers”.

4. **Send numbers 1-3 to Ramsey County:**
   
   Email:  ywvolunteer@ramseycounty.us
   Fax:  651-266-1177
   Mail:  Ramsey County Environmental Health – Yard Waste Volunteers
         2785 White Bear Ave. N, Suite 350
         Maplewood, MN 55109

5. **Have a parent/guardian for every participant under 18 years of age complete a parental consent form.**
   - Parental consent forms are due no later than one week before your volunteer date.

Review process and next steps

- Registration materials will be reviewed for completeness upon their receipt.
- You will be notified of your scheduled volunteer date no later than October 14, 2019.
- Orientation, training and safety materials will be emailed to you the week before your volunteer date.

Questions?
Email ywvolunteer@ramseycounty.us or call 651-266-1199.