

# Yard Waste Volunteering

## Registration Instructions

Registration Closes:  
Tuesday, October 1, 2019

S A I N T P A U L – R A M S E Y C O U N T Y P U B L I C H E A L T H

### 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](mailto: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](mailto:ywvolunteer@ramseycounty.us) or  
call 651-266-1199.