

California Department of Transportation

OFFICE OF DIVISION OF MAINTENANCE
P.O. BOX 942873, MS-31 | SACRAMENTO, CA 94273-0001
(916) | TTY 711
www.dot.ca.gov



August 17, 2021

Dear Adopt-A-Highway Group Leader:

I would like to encourage you to join thousands of other Adopt-A-Highway (AAH) volunteers by scheduling a special cleanup in your adopted section for *California Coastal Cleanup Day* anytime during the month of September.

Participation is easy, just follow these steps:

- Notify your AAH field representative of your plans to participate at least five days in advance. The field representative's name and phone number are located on your AAH Encroachment Permit under "Advanced Notification of Work"
- Review the "Safety Requirements for Participants" handout with your group members before your litter cleanup event, located online at: <https://dot.ca.gov/programs/maintenance/adopt-a-highway/informational-handouts>
- Clean your adopted highway section anytime during the month of September.
- Email or mail the enclosed Summary Report to Caltrans immediately following your litter cleanup event. There is also a downloadable Summary Report PDF online at: <https://dot.ca.gov/programs/maintenance/adopt-a-highway>

If you have any questions regarding *California Coastal Cleanup Day*, please contact your local AAH Coordinator at 1-866-ADOPTAHWY (1-866-236-7824)

Sincerely,

Craig Carter

Craig Carter
Statewide Adopt-A-Highway
Program Manager

