



Nova Scotia Adopt-A-Highway Program Association
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HOW TO COMPLETE A CLEANUP IN HRM

1. Choose a date that works best for your group.
2. Contact the Halifax Regional Municipality (HRM) and confirm that the cleanup date is available. You will also want to arrange a date to pick up any necessary supplies like garbage bags, safety vests, and flagging tape. Additionally, you will need to agree on a mutually acceptable date and time for you or the HRM to remove the collected garbage.
3. Fill out a Litter Cleanup Permit; permits are available under the Forms tab of our website. Ensure that you have your permit on site the day of the cleanup. The agreed upon cleanup date, with the HRM, is the only approval needed for this permit.
4. On the day of the cleanup please ensure that the “Conditions and Suggestions” part of the permit is reviewed with all volunteers. If you are cleaning an Interchange, please ensure that the permit is signed by all volunteers.
5. Complete the cleanup, be safe, and have fun.
6. Fill in all collection details on the permit.
7. Send a copy of the completed permit to our office by mail, fax, email, or in person. Optionally, you may send us the information through our website by visiting our Cleanup Report Submission page.
8. Return all unused materials and safety vests to the HRM and ensure that a HRM employee signs off on the permit to confirm that the materials were returned. Also, make sure to inform the HRM of any large items or animal carcasses that your group flagged for removal.
9. Please leave the original permit with the HRM.
10. Enjoy the satisfaction of a job well done!

