

## **APPLICATION PROCEDURE FOR “ADOPT-A-CORNER” PROGRAM**

An application to participate in the “Adopt-a-Corner” Program is available on the [Town of Huntington’s website](#). Also available on the Town’s website is a list of locations within the Town of Huntington available for the “Adopt-a-Corner” Program. Applicants are to submit completed applications to the [Director of the Department of General Services](#). Along with the application, the applicant will also need to submit a Proposal and Sketch showing the proposed landscape design including the flowers and/or shrubs that the applicant proposes to plant at the designated corner. Plantings at the location cannot create a visual obstruction for vehicular or pedestrian traffic.

In the event that two or more applications are submitted for the same location, the Director of the Department of General Services shall choose, in his sole discretion, the applicant with the Proposal and Sketch that he deems in the best interests of the Town. The Town reserves the right to deny participation to any proposed sponsor whose participation would not be in the best interests of the Town of Huntington.

Upon approval by the Director of the Department of General Services and notification to the applicant in writing, the application will be forwarded to the Town Attorney’s Office. The Town Attorney’s Office will review the insurance, prepare the Hold Harmless and Indemnification Agreement, and notify the Town’s Highway Department, and, if applicable, the Suffolk County Department of Public Works or the New York State Department of Transportation’s Regional Office of the project.

The term of the Agreement shall be for one year with an option to renew for an additional year, based upon mutual agreement of the parties. Participants will provide, at no cost to the Town, supplies, including but not limited to plants, tools, and labor required for participation in the program. During the period of the Agreement, participants will be permitted to install a sign, in a size and design approved by the Director of the Department of General Services, at the location indicating the Sponsor’s name.