

**DEPARTMENT OF TRANSPORTATION**

OFFICE OF DIVISION OF MAINTENANCE MS-31  
1120 N STREET  
P.O. BOX 942873  
SACRAMENTO, CALIFORNIA 94273-0001  
PHONE (916) 654-2926  
FAX (916) 654-6016  
TTY 711  
www.dot.ca.gov



*Making Conservation  
A California Way of Life.*

August 12, 2020

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 work event, located online at: <http://adopt-a-highway.dot.ca.gov/infohandouts.htm>
- Clean your adopted highway section anytime during the month of September.
- Fax or mail the enclosed Summary Report to Caltrans immediately following your work event. Online submittal is now available at: <http://adopt-a-highway.dot.ca.gov/>

If you have any questions regarding *Caltrans Litter Cleanup Day*, please call your district AAH coordinator at 1-866-ADOPTAHWY (1-866-236-7824).

Sincerely,

A handwritten signature in blue ink, appearing to read "Trent Manning".

TRENT MANNING  
Statewide Coordinator  
Adopt-A-Highway Program



ADOPT-A-HIGHWAY

Enclosure