



**CITY OF KIRKLAND**

## **PET WASTE STATION SPONSOR AGREEMENT**

---

*Homeowners, neighborhood associations and homeowner associations receiving a sign and bag dispenser are asked to complete the following agreement.*

Pet waste station sponsors agree to:

- Designate a primary contact person, identified on the application in printed name and signature. Notify the City of Kirkland when there is a change in primary contact person.
- Verify the ownership of property where dispenser is to be located and obtain any necessary permission. Dispensers cannot be installed in Kirkland road rights-of-way. Special permission is required to install in the right-of-way.
- Install pet waste station within 30 days of receiving the materials from the City. The mounting post, cement, hardware and waste bin are to be provided by the sponsor.
- Maintain each pet waste station including signs, post, waste bin, and surrounding area.
- Re-supply the bag dispenser when needed. (Bags can be purchased from [www.dogpoopbags.com](http://www.dogpoopbags.com)).
- Notify the City of Kirkland in writing if the dispenser or signs are vandalized or stolen.
- Be responsible for the transport, hauling, and fees associated with the proper and timely disposal of all dog waste.
- Fill out and send in evaluation form six months after the station is installed.

General Conditions:

- Pet waste station supplies are replaced once at no cost to you in the event of vandalism or theft.
- The City of Kirkland reserves the right to retrieve and re-locate the pet waste bag dispenser if it is not properly maintained.
- City staff will review your request and approve a dispenser for your area.

*If you have read the Volunteer Pet Waste Station Sponsor Agreement and would like to participate in this program, please fill out the form on the reverse side of this page.*

<b>Name of Primary Contact</b>	_____
<b>Organization/Association (if applicable)</b>	_____
<b>Phone Number</b>	_____
<b>Email Address</b>	_____
<b>Mailing Address</b>	_____
<b>City and Zip Code</b>	_____
<b>Proposed location of station</b>	_____ _____

*I have read the Pet Waste Station Sponsor Agreement and agree to abide by the terms stated above.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**For** \_\_\_\_\_ **(HOA)**

*Please return completed agreement via mail, email, or fax to:*

Aaron Hussmann  
 Kirkland Public Works  
 123 5<sup>th</sup> Ave  
 Kirkland, WA 98033  
[ahussmann@kirklandwa.gov](mailto:ahussmann@kirklandwa.gov)  
 Phone: (425) 587-3857  
 Fax: (425) 587-3807

CITY USE ONLY:	
Approved by: _____	Date: _____
Materials delivered _____	