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*Builds and Promotes Multi-Use Trails
Tracks to the Future of ATVing*

Rec Sites and Trails Maintenance Instructions and Guidelines

Rec Sites Maintenance

- Before starting out, prepare a container of supplies you will need. A suggested list can be found below.
- The Maintenance Forms have explanatory descriptions of the chores to be done.
- Be sure to enter the required information at the top of the page for Location, Date, Starting Time, and Names and Initials of each person involved. There is a space to enter the End Time and Total Time at the bottom of the page.
- Initial the appropriate column for each chore completed.
- Use the Comments column for anything that needs attention or is noteworthy. Use more than one line if required. Use the back of the page for even more space.
- Remember to take one or more pictures to show proof of Site Location.
- At the bottom of the page is a Summary section for General Information and Comments. Enter the total number of Toilet Paper Rolls used, the End Time of the Site Servicing, and the Total Time spent doing the servicing. When calculating the total time, include the time needed to travel from Site to Site. Also the time required in preparing and submitting the reports and pictures.

Suggested List of Supplies for Site Maintenance.

- Toilet Paper, 2 rolls per Outhouse
- Spray cleaning solution
- Paper towel
- Gloves - "rubber"
- Compost mix (or lye mix) to sprinkle in toilet pit for sanitary and smell control
- Broom
- Wasp nest spray
- Extra blank Sign-in Sheets for sites that have a Registration Box.
- Sign - "ATV Club Site Servicing in progress ... "
- Camera - one or more pictures at each site shows "proof of action". This "proof" is important regarding insurance, fund raising, disposition of funds, advertising, bragging rights, etc.

Other tools may be needed, depending on maintenance needed to be done:

- rake, shovel, clippers, weed eater, hatchet, power saw, hand saw, hammer, nails

**REMEMBER to scan and email your completed form and your photos to
maintenance@gfatv.ca**

*"PROMOTING SAFE & RESPONSIBLE
OPERATION of ATVs"*

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