

Date

Kirstin Allen
City of Atlanta
Keep Atlanta Beautiful
55 Trinity Avenue, Suite 2400
Atlanta, GA 30303

Dear Ms. Allen:

Request for Bulk Trash & Debris Removal

_____ will be conducting a cleanup of
(Name of Organization)
_____ on _____. We would like to request
(Creek/Stream) (Date)
removal of the trash and debris compiled from this activity.
The location of the cleanup is _____.
The trash will be placed at the curb.
Thank you for you assistance in this matter.

Sincerely,

Name
Telephone #