OVERVIEW

The Motorist Aid Refreshment Program was officially sanctioned by the Vermont State Legislature in 2003 by the passage of Act 56 (H. 454) in the Transportation section of the Capital Bill. The program which is run by the Vermont Information Center Division (VICD) staff provides the visitor with fresh hot coffee thus allowing the traveler the opportunity to take a safety break and depart as a more alert and safe driver.

The VICD has partnered with local non-profits and allows for the opportunity to host a Motorist Aid Refreshment Program safety break. The non-profit hosts the break by providing baked goods and/or some type of snack to the visitors on a donation basis only and may have a container visible for the collection of the donations.

Federal law prohibits the sale of any item or product except that which may be purchased from a vending machine at federally funded rest areas. Vending machines are permitted under the federal Randolph-Shepherd Act and require all receipts be turned over to the State Department of the Blind and Visually Impaired. Thus Federal law is the reason why the non-profit cannot sell their goods.

RULES

1. Refreshment breaks will be conducted from MAY-OCTOBER (exceptions may be made on a case by case basis at the discretion of the supervisor). Breaks can be offered at Guilford, Hartford, Sharon and Williston year-round.
2. Refreshment breaks are limited to ONE WEEKEND DAY PER MONTH per group.
3. Refreshment break hosts must sign and submit all necessary paperwork before the date of the event. Failure to do so can result in event cancelation.

QUESTIONS? Contact the center you plan to use. See next page for the list and phone numbers.

Definition of Non-Profit Organization
An organization wanting to use an interstate Welcome or Information Center must be eligible under the IRS code defining a non-profit organization. Non-Profit status information must be presented at the time paperwork is submitted.

Provisions Required – Food Cleanup
The sponsoring organization is required to furnish all tables, chairs, cups, food, or other amenities needed to host the refreshment break. Your organization will be expected to clean up any litter caused by the refreshment break.

Supervision – Staffing – Contacts
All Motorist Aid Refreshment breaks must have adult supervision. Those conducting the refreshment break(s) are responsible for maintaining orderly and professional conduct while serving the public at the Welcome and Information Center(s).

The Motorist Aid Refreshment contact person from your organization is responsible for notifying all individuals working on the break(s) of the overview and conditions for conducting these breaks.
Space and Setup
Tables must be set up where the Information Center Representative instructs. Clear access to all tourist information centers as well as the desk in the Welcome or Information Center lobby must be maintained by the group at all times. The Information desk is not for use by those doing the refreshment break(s).

Due to space limitations in some of our centers, all non-profit groups should plan on hosting the refreshment break outside unless otherwise discussed with the site representative. However, during inclement weather your organization may be invited to share our limited space inside.

Questions from Public
Whenever the Information Center Representative is present, ALWAYS refer any questions posed by the public to the Representative.

Interstate Safety
Use of the Interstate cross-over marked as “NO-U-TURNS” is not permitted. The placement of signage along the “Main Line” of the Interstate is prohibited.

Reserved Rights
The Department of Buildings and General Services reserves the right to cancel Motorist Aid Refreshment break activities and will attempt to provide adequate notice. In the event of an emergency, the state also reserves the right to cancel Refreshment Break activities at any time without notice.

FAILURE TO FOLLOW THESE RULES MAY JEOPARDIZE YOUR SCHEDULING FUTURE MOTORIST AID REFRESHMENT BREAKS. THE STATE RESERVED THE RIGHT TO REFUSE FURTHER SCHEDULING OF REFRESHMENT BREAKS IF ANY OF THE ABOVE IS NOT FOLLOWED.

Liability – Indemnity
The use of an Interstate Travel Information Center for a non-profit hosted Motorist Aid Refreshment Break is the responsibility of the host organization. The State of Vermont and its employees do not accept any responsibility or liability for an injury to a traveler using the services of a Motorist Aid Refreshment Break or to anyone working on the break. Neither the State nor its employees accept any responsibility or liability for the damage to or loss of any equipment or material belonging to the organization operating a Motorist Aid Refreshment Break.

The host organization will act in an independent capacity and not as officers or employees of the State. The host organization shall indemnify, defend and hold harmless the State and its officers and employees from liability and any claims, suits, judgments, and damages arising as a result of the organization’s acts and/or omissions relating to the Motorist Aid Refreshment Break. Please date and sign the Motorist Aid Refreshment Program Location Form and return this document to the center you wish to use. This assures that you have received the information and are aware of your responsibilities and liabilities.

Center Locations and Phone Numbers

<table>
<thead>
<tr>
<th>Center Name</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alburgh Welcome Center</td>
<td>796-3980</td>
</tr>
<tr>
<td>Bennington Welcome Center</td>
<td>447-2456</td>
</tr>
<tr>
<td>Bradford Information Center</td>
<td>222-5029</td>
</tr>
<tr>
<td>Derby Line Welcome Center</td>
<td>873-3311</td>
</tr>
<tr>
<td>Fair Haven Welcome Center</td>
<td>265-4763</td>
</tr>
<tr>
<td>Georgia Northbound Information Center</td>
<td>527-4053</td>
</tr>
<tr>
<td>Guilford Welcome Center</td>
<td>254-4593</td>
</tr>
<tr>
<td>Hartford Welcome Center</td>
<td>296-2397</td>
</tr>
<tr>
<td>Lyndonville Information Center</td>
<td>626-9669</td>
</tr>
<tr>
<td>Randolph Information Center</td>
<td>728-7074</td>
</tr>
<tr>
<td>Sharon Welcome Center</td>
<td>281-5216</td>
</tr>
<tr>
<td>Waterford Welcome Center</td>
<td>751-0472</td>
</tr>
<tr>
<td>Williston North/South Information Centers</td>
<td>863-3489</td>
</tr>
</tbody>
</table>
MOTORIST AID REFRESHMENT LOCATION FORM:

Welcome or Information Center Requested: ____________________________________________

Date(s) Requested: ________________________________________________________________

Funds will be used for: ____________________________________________________________

______________________________________________________________________________

Name of Organization: ____________________________________________________________

Description of Organization: ______________________________________________________

______________________________________________________________________________

Please attach proof of non-profit designation.

Non-profit Designation Type: ____________ Number: _________________________________

EXAMPLE Type: 501(c)3 Number: 00-000000

Refreshment Break Contact Person: ________________________________________________

Address: ______________________________________________________________________

Town: ___________________________ State: _____ Zip: ______________

Phone Numbers: Home: ____________________________

Cell: ________________________________

Work: _______________________________________________________________________

E-mail address: __________________________________________________________________

I have read the Overview and Conditions for Conducting Interstate Travel Information Center Motorist Aid Refreshment Breaks and agree to the conditions set forth.

Signature of Contact Person: ______________________________________________________

Date: _______________________________

Please date and sign on the lines above. This assures that you have received the information and are aware of your responsibilities and liabilities. Please return completed and signed form, along with proof of non-profit designation to the applicable center.