



**City of Austin – Code Compliance Department  
Application for Licensing and Exemption – 2014  
Private Solid Waste and Recycling Collection Service**



This form is required by City of Austin Code 15-6, Article 3, Private Solid Waste Collection Service as part of the annual licensing process. For questions, please email: [ccdhaulerlicense@austintexas.gov](mailto:ccdhaulerlicense@austintexas.gov)

**INSTRUCTIONS:** Submit completed application via email [ccdhaulerlicense@austintexas.gov](mailto:ccdhaulerlicense@austintexas.gov) or by regular mail to City of Austin – Code Compliance Department, Attn: Finance-Waste Haulers, PO Box 1088, Austin, TX 78767. Upon completed application and submission of all required certifications and fees, you will receive a decal for each refuse and recycling collection vehicle indicated. The Private Refuse Collection Service Container Fee form and all associated fees should be submitted within 30 days.

**Checklist for Licensing:**

- Completed Application for Licensing and Recycling Exemption 2013
- Insurance Certification required by City Code, Chapter 15-6, Section 53
- The annual State of Texas vehicle inspection certification for each licensed vehicle
- License Fee for Number of Trucks, City Code Chapter 15-6, Section 56
- Private Solid Waste Collection Service Container Fee (not later than 30 days) – Quarterly thereafter
- Solid Waste Tonnage Report—Prior Reporting Period
- Recycling Containers must have an Austin Resource Recovery Recycling Sticker

**PRIVATE HAULER INFORMATION:**

Name of Applicant: \_\_\_\_\_

Name(s) of Business (dba): \_\_\_\_\_

**Business Address:**

Local Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Business Email Address: \_\_\_\_\_

Mailing Address (if different than above) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Name and Title: \_\_\_\_\_

Contact E-Mail: \_\_\_\_\_

Application for Licensing and Exemption 2014

This application must be signed by a legally authorized agent. All attachments must be clearly labeled with respect to the item to which they relate and shall become part of this document.

1. Please describe the type(s) of hauling services that you provide within the City of Austin:

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2. List the destination for each material type hauled within the City of Austin (i.e. landfill trash, recycling, compost):

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3. Total number of vehicles applicant will operate on the streets or public thoroughfares within the corporate limits of the City of Austin:

Vehicles (Solid Waste)	
Vehicles (Recycling)	

- **Vehicles – Solid Waste: \$100 Fee / Per Vehicle**
- **Vehicles – Recycling: No Fee - Exempt**

4. Please list vehicle Information (list additional vehicles on separate page):

**VEHICLE – SOLID WASTE INFORMATION FORM**

<i>License Plate #</i>	<i>Make</i>	<i>Model</i>	<i>Year</i>	<i>GVW</i>	<i>VIN #</i>

5. The number of containers for each material collected within the limits of the City of Austin (list additional containers on separate page):

**CONTAINER INFORMATION FORM**

<i>SIZE (cubic yard)</i>	<i>QUANTITY</i>	<i>Type (Landfill Trash, Recycling, Compost)</i>

- **Containers – Solid Waste: \$3.00 Per Container / Per Month**
- **Containers – Recycling: No Fee - Exempt**

**License Exemption**

In accordance with Chapter 15-6, Article 3 of the Austin City Code, this section must be completed to request exemption from the licensing requirements for Private Refuse Collection Services.

***Reason(s) for exemption from fees (check all that apply):***

- Does not collect landfill trash materials within the Austin city limits.
- No longer providing landfill trash collection services.
- Only collect organic materials to be composted.
- Only collecting recyclable materials.
- Other (must specify): \_\_\_\_\_

Vehicle Information (list additional vehicles on separate page):

**VEHICLE - RECYCLING INFORMATION FORM**

<i>License Plate #</i>	<i>Make</i>	<i>Model</i>	<i>Year</i>	<i>GVW</i>	<i>VIN #</i>



THE STATE OF TEXAS       §

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COUNTY OF TRAVIS       §

BEFORE ME, the undersigned authority, on this day personally appeared \_\_\_\_\_, known to me the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_

Notary Public in and for \_\_\_\_\_ County, Texas

**Solid Waste Tonnage Report – Prior Reporting Period**

<b>Types of Material Collected</b>	<b>Amount in Tons (Jan – June)</b>	<b>Amount in Tons (July - Dec)</b>
Solid Waste		
Recyclables		
Organic Materials		
Other * (e.g. electronics, pallets, batteries, etc.)		

\*Optional – Please list type of and weight of other recyclable materials collected.

<b>Office Use Only</b>			
Date Issued:		Payment Received	\$
CCD Staff:			
Verified:	Insurance: <input type="checkbox"/> Yes <input type="checkbox"/> No	Registration: <input type="checkbox"/> Yes <input type="checkbox"/> No	
License No. Issued:		No. Licenses Issued:	
ARR Staff:			

**Application Checklist:**

Before submitting this application ensure all required documents are included:

- \_\_\_\_\_ Application for Licensing and Recycling Exemption
- \_\_\_\_\_ Insurance Certification required by City Code, Chapter 15-6, Section 53
- \_\_\_\_\_ The annual State of Texas vehicle inspection certification for each licensed vehicle
- \_\_\_\_\_ Private Solid Waste Collection Service Container Fee (not later than 30 days) – Quarterly thereafter
- \_\_\_\_\_ Solid Waste Tonnage Report– Prior Reporting Period
- \_\_\_\_\_ Recycling Containers must have an Austin Resource Recovery Recycling Sticker
- \_\_\_\_\_ Vehicle License Fee – *Payment must be a check or money order payable to the City of Austin – Code Compliance Department, Attn: Finance-Waste Haulers*

Questions should be directed to:

[ccdhaulerlicense@austintexas.gov](mailto:ccdhaulerlicense@austintexas.gov)

Mail applications to:

**City of Austin – Code Compliance Department**  
**Attn: Finance-Waste Haulers**  
**PO Box 1088**  
**Austin, TX 78767**

Applications may be submitted in-person at:

**City of Austin—Code Compliance Department**  
**1520 Rutherford Lane**  
**Bldg. 1**  
**Austin, TX 78754**

*This is not a mailing address. Applications mailed to this address will be returned.*