



**AUSTINCODE**  
**DEPARTMENT**

**PRIVATE HAULER APPLICATION**

**DESCRIPTION:** All private haulers that collect, remove, or transport waste, recycling, and/or organic/compost within the City of Austin must obtain a Private Hauler License. This Article of the City Code may be viewed in whole at the City Clerk's Office or at: **City of Austin Code 15-6, Article 3.**

**INSTRUCTIONS:**

1. Complete this application. This application must be signed by a legally authorized representative. All attachments must be clearly labeled.
2. Submit application by mail: City of Austin Code Department, Attn: Finance-Private Hauler, PO Box 1088, Austin, TX 78767. Or in person: 5202 E Ben White Blvd, Suite 550, Austin, TX 78741.
3. Payment must be cash, check or money order payable to: City of Austin Code Department. For questions, e-mail: [ccdhaulerlicense@austintexas.gov](mailto:ccdhaulerlicense@austintexas.gov)

Upon completed application and submission of all required certifications and fees, you will receive two decals for each vehicle indicated. The placement of the decals shall be on the driver's door and the passenger door.

**CHECKLIST:**

- Complete Private Hauler Application**
- Insurance Certification** (City of Austin Code, §15-6-53) - Attach a copy of your commercial general liability AND commercial auto liability insurance policy. Must show minimum limits of \$250,000 per individual and \$500,000 per occurrence for bodily injury and \$100,000 for property damage, OR \$1,000,000 on a combined single limit basis.
- Annual State of Texas Vehicle Inspection Certification for each Licensed Vehicle** - If certification is unavailable, three pictures must be taken of each vehicle: side view of full vehicle, front view with license plate visible, and close up of inspection sticker.
- Vehicle License Fee** (City of Austin Code, §15-6-56) - \$395 per solid waste vehicle annually.
- Tonnage Report** – Most recent 6-month reporting period.
- All Containers must have a Landfill, Recycling, or Organics Sticker (City of Austin Code §15-6-93(D)(E))**

**PRIVATE HAULER INFORMATION:**

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

Name of Business: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

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

Primary Contact and Title: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Website: \_\_\_\_\_

**VEHICLES:**

\$395 per vehicle hauling to landfill | **no fee** for vehicle hauling ONLY recycling, compost or mulching materials

# of vehicles hauling to landfill: \_\_\_\_\_ X \$395 = \$ \_\_\_\_\_

# of vehicles hauling ONLY to recycling, compost, mulching facilities: \_\_\_\_\_ No Fee

**TOTAL:** \$ \_\_\_\_\_

**Vehicles that haul to Landfill**

(list additional vehicles on separate page):

License Plate #	Make	Model	Year	Gross Vehicle Weight	VIN #

**Vehicles that haul ONLY to recycling, compost or mulching facilities**

(list additional vehicles on separate page):

License Plate #	Make	Model	Year	Gross Vehicle Weight	VIN #

**FEE EXEMPTION:**

In accordance with the current Fee Schedule, this section must be completed to request exemption from the fees for Private Hauler Licenses.

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

- No trucks haul to landfill
- Other (must specify):

**INSURANCE:**

Name of commercial general liability and automobile insurance company: \_\_\_\_\_

Certificate of insurance attached:  yes  no If no, date insurance will be sent: \_\_\_\_\_

**SIGNATURES:**

By signing this document, I do hereby certify that all statements and representations contained in this application are true, correct and complete. I understand the obligations as a holder of a Private Hauler License and am willing to comply with the terms and conditions of all provisions in the applicable City of Austin ordinances and administrative rules. Any changes to the information above shall be my responsibility to update and submit to the City of Austin.

Signature (Owner or President Only)	Printed Name	Date
-------------------------------------	--------------	------

Signature of Applicant (if different than above)	Printed Name	Date
--	--------------	------

\*this application shall not be complete until the Code Director or City designee, signs below for acceptance of the certificate of insurance required by City of Austin Code §15-6-53

<b><i>For City of Austin Use Only</i></b> (acceptance of the said contained Private Waste Hauler applicant's Certificate of Insurance)		
Code Director or Designee	Printed Name	Date Received

**TONNAGE REPORT:**

**PRIVATE COLLECTION SERVICES:**

1. a. What type of collection services do you provide?  solid waste/landfill  recycling  compost/organic  
 b. Do you haul C&D Material?  yes  no
2. List the names of facilities materials are hauled to: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Six-month reporting period (check one and complete the year):

- January to June, 20\_\_\_\_  
 July to December, 20\_\_\_\_

Enter tons of each type of material hauled to each type of facility. Enter zero (0) to indicate your company didn't haul a particular type of material to a facility type. Each box should have an entry.

Destination Facility	Tons of Material (Excluding C&D)	Tons of C&D Debris	TOTAL
Disposal Facility/Landfill		+	=
Recycling Facility/Operation		+	=
Organic Processor		+	=

Definitions:

- Disposal facility – a landfill or facility that processes material into a fuel; includes anaerobic digester
- Recycling facility – a facility that processes recovered materials into raw materials for the production of new products
- Organic processor – a facility that processes organic material (landscaping, yard trimmings, brush, grass, tree stumps, untreated wood, food, etc.) into animal feed, mulch, compost, or similar product
- Construction or Demolition (C&D) Material – by-products of construction or demolition projects, such as building components, concrete, corrugated cartons, gypsum wallboard, metal, paper, paving, plastics, and wood
- DO NOT report tonnages for these items: excavated soil, stone, asbestos-containing materials, lead-containing materials, and similar items

<b><i>For City of Austin Use Only</i></b>	
Austin Resource Recovery Staff	Date Entered
Comments:	

**PRIVATE HAULER VEHICLE LICENSE FEE REMITTANCE FORM:**

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

Name of Business: \_\_\_\_\_

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

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

**VEHICLES:**

\$395 per vehicle hauling to landfill | **no fee** for vehicle hauling ONLY recycling, compost or mulching materials

# of vehicles hauling to landfill: \_\_\_\_\_ X \$395 = \$ \_\_\_\_\_

# of vehicles hauling ONLY to recycling, compost, mulching facilities: \_\_\_\_\_ No Fee

**TOTAL:** \$ \_\_\_\_\_

I certify that the above information is true and correct.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number