



City of Austin – Code Compliance Department
Application for Licensing and Exemption – 2013
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

INSTRUCTIONS: Submit completed application via email 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 2013

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:

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

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>

Application for Licensing and Exemption 2013

Comments: _____

By signing this document, the person below certifies that all information is complete and correct and understands the obligations as a holder of a Solid Waste and Recycling Hauler License and is willing to comply with the terms and conditions of all provisions in applicable City of Austin ordinances and administrative rules. Any changes to the information above shall be the applicant's responsibility to update and submit to the City.

Signature (Owner or President Only)

Title

Date

The application shall not be complete until the Code Compliance Director or City designee, signs below for acceptance of the certificate of insurance required by Chapter 15-6, Section 53 of the Austin City Code recodification.

(a) Name of general and commercial auto liability insurance company:

(b) Certificate of Insurance attached: ☐ Yes ☐ No

Please supply a reason if the No box is checked and date it will be sent:

This section to be completed by the City of Austin after receipt of application:

Code Compliance Director or Designee

Date

Acceptance of the said contained Private Waste Hauler applicant's Certificate of Insurance.

I do hereby certify that all statements and representations contained in the foregoing application are true, correct and complete.

Applicant Signature

Date

Print Name

THE STATE OF TEXAS §

§

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

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

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

Office Use Only			
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

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.