

CITY OF LAKEWOOD SELF-HAUL PERMIT APPLICATION – RECYCLING AND ORGANIC WASTE



Submit to:
City of Lakewood
Public Works Department
5050 Clark Avenue
Lakewood CA 90712

Environmental Programs Contact:
Konya Vivanti
(562) 866-9771, ext. 2507
kvivanti@lakewoodcity.org

SECTION ONE: SELF-HAUL PERMIT REQUIREMENTS

This form is to certify the business or property listed on the application does not have “recycling and/or organic collection service” provided by the City’s franchised hauler, EDCO Disposal and instead has arranged for recycling and/or organics collection services by Self-Hauling to approved facilities, to another self-owned facility of that affiliate that recycles/composts materials, Back-Hauling or Contracting with a Third Party Recycler.

The self-hauler permit does not apply to refuse, is non-transferable and may be suspended or revoked if the self-hauler does not comply with the following requirements:

- Per State law and Lakewood Municipal Code (LMC) Chapter 3 of Article V, commercial and multi-family generators that are approved to self-haul must keep a quarterly record of the amount of Recyclable Materials and Organic Waste delivered to each recycling center, composting facility, and/or High Diversion Organic Waste Diversion Facility.
- This record shall be subject to inspection by the City and must be submitted on a quarterly (every 3 months) basis to the City as part of the conditions of approval. **The records shall include the following information:**
 1. Provide proof of ownership of the vehicle to be used in transporting recyclable materials and/or organic waste.
 2. Provide proof of vehicle registration and vehicle insurance to be used in transporting recyclable materials and/or organic waste.
 3. City of Lakewood Business License number.
 4. Provide receipts and weight tickets from the facility/entity accepting the waste on a quarterly basis.
 5. Complete the Lakewood Quarterly Weight Ticket Report (documenting quarterly amount of material in pounds, cubic yards or tons transported by the Generator to each facility/entity) (attached).
 6. Provide proof of contracts/agreement between the generator and alternative service recycler at the site for verification during inspection.
 7. Provide documentation of container(s) to be used on-site for recyclable and/or organic storage.
- Permittees will be subject to periodic site visits from the City and/or its designee to ensure permittee is adhering to rules set forth in the Lakewood Municipal Code (LMC) pertaining to stockpiling of trash and/or nuisance.
- It is the responsibility of the Permittee to renew the self-haul application with the City if there is a change in ownership of the property or business. Self-haul permit renewal is dependent on being able to prove and document weekly disposal at a regulated waste facility.

PLEASE NOTE: Utilizing a bin or container from another company is a violation of the City’s franchised agreement with EDCO Disposal and may be subject to an immediate revocation of self-haul status. Per LMC, Commercial recyclers are prohibited from charging businesses any fee for recycling services provided, including (but not limited to) collection, transportation, disposal, fuel and container service & rental.

SECTION TWO: COMPLETE COLLECTION INFORMATION

EDCO Disposal is servicing this property or business to dispose or recycle the following materials:

Check all that apply

- Trash Non-Organic Waste Recyclables Organic Waste Recyclables (food and/or landscape waste)

Instead of using EDCO Disposal, this property is requesting to self-haul these covered materials:

Check all that apply

- Paper Only Co-mingled Recyclables (glass, plastics {1-7}, metals, paper, and cardboard)
 Cardboard Only Organic Waste (landscape trimmings, prunings, wood waste, food scraps/waste and food-soiled paper)

Please check the appropriate box. All Covered Materials generated at this address are:

- SELF HAULED** means the material(s) are being collected and transported (hauled) by the owner/employee of the business/property to a recycling facility where the materials are donated or sold. **Receipts/Weight ticket copies of all transactions must be submitted with the Quarterly Weight Ticket Report.**
- BACK-HAULED** means the material(s) are being collected and transported (hauled) by the owner/employee of the business to a central or corporate location owned and operated by the business using the business's own employees, vehicles and equipment which then recycles and/or composts the materials. **Receipts/Weight ticket copies of all transactions must be submitted with the Quarterly Weight Ticket Report.**
- COLLECTED BY A CONTRACTED THIRD PARTY** means the material(s) are being collected and transported (hauled) by a Third-Party that has a contract with the business or property, who collects and recycles all generated material (this may include landscapers who recycle your green waste/landscape trimmings). **Receipts/Weight ticket copies of all transactions must be submitted with the Quarterly Weight Ticket Report.**

SECTION THREE: APPLICANT INFORMATION

BUSINESS/MULTI-FAMILY PROPERTY NAME:	
TYPE OF BUSINESS: <input type="checkbox"/> Multi-Family Complex <input type="checkbox"/> Food Service/Restaurant <input type="checkbox"/> Offices <input type="checkbox"/> Retail <input type="checkbox"/> Manufacturer <input type="checkbox"/> Supermarket/Grocery <input type="checkbox"/> Other (specify) _____	
CITY OF LAKEWOOD BUSINESS LICENSE #:	
SERVICE LOCATION ADDRESS:	
ZIP CODE:	NUMBER OF EMPLOYEES/TENANTS:
Select the description that applies to you: I am the Business/Multi-Family Property Owner <input type="checkbox"/> I am the Business/Multi-Family Property Tenant <input type="checkbox"/>	
CONTACT NAME:	TITLE:
PHONE:	E-MAIL:

**CITY OF LAKEWOOD
SELF-HAUL PERMIT APPLICATION – RECYCLING AND ORGANIC WASTE**

PROPERTY OWNER NAME:		
BILLING ADDRESS:		
CITY:	STATE:	ZIP CODE:
PHONE:	E-MAIL:	

Landscaping Maintenance Contractor Information:

COMPANY NAME:	CONTACT NAME:
PHONE:	E-MAIL:
CITY OF LAKEWOOD BUSINESS LICENSE #:	

For all Self-Hauling, Back-Hauling or Contracting with a Third Party Recycler Applications, please identify the compost/recycling facility (or facilities) where your recyclable materials and/or organic materials are being transported (attach separate sheets for additional facilities):

Name of Facility: _____

Address/City/Zip Code: _____

SECTION FOUR: APPLICANT CERTIFICATION

By signing below, I agree to comply with the self-haul permit requirements as listed above and attest that all recyclable materials and organic materials generated will be taken to facilities (recycling center, composting facility, and/or High Diversion Organic Waste Diversion Facility) for processing. I certify that all self-hauling, back-hauling and/or activities will be completed in accordance with any and all applicable State or local law or regulation, and declare the statements above are true and correct. I understand that approved Self-Haul Permits expire five years after the signature date below and upon the property changing ownership, at which time this property will need to submit a new request at that time. Failure to adhere to any of these Self-Haul Permit requirements may result in the suspension or revocation of this permit. In such an event, this property or business will be required to participate in the programs of the City's franchise hauler, EDCO Disposal, and will receive the appropriate recycling and/or organics waste containers.

Applicant/Owner Signature

Date

CITY OF LAKEWOOD SELF-HAUL PERMIT QUARTERLY WEIGHT TICKET REPORT



Name: _____ **Service Address Location:** _____

Instructions: Complete this form and submit with supporting original weight tickets. Your information must be consistent with the original weight tickets.

Month: _____ **Year:** _____

Week of	Ticket #	Disposal/Recycling Facility Location	Trash Weight (lbs.)	Recyclables Weight (lbs.)	Organic/Food Waste Weight (lbs.)	Total Weight (lbs.)

*Please include data for months with five Mondays

Month: _____ **Year:** _____

Week of	Ticket #	Disposal/Recycling Facility Location	Trash Weight (lbs.)	Recyclables Weight (lbs.)	Organic/Food Waste Weight (lbs.)	Total Weight (lbs.)

*Please include data for months with five Mondays

Month: _____ **Year:** _____

Week of	Ticket #	Disposal/Recycling Facility Location	Trash Weight (lbs.)	Recyclables Weight (lbs.)	Organic/Food Waste Weight (lbs.)	Total Weight (lbs.)

*Please include data for months with five Mondays

I hereby attest that the information in this form is true and accurate.

Signature Date

Submit this Quarterly form to Konya Vivanti, Environmental Programs Manager via email: kvivanti@lakewoodcity.org or mail: City of Lakewood 5050 Clark Ave, Lakewood CA 90712