



Waste & Recycling Centre Charge Account Application

Disposal Site Information

Waste & Recycling Centre
Alberta Environment Approval No. 19028-01-00
SW ¼ Section 4 Township 10 Range 21 West 4th Meridian

Account Information: Customer Care
Office: 311 (403-320-3111 outside of Lethbridge)
ucc@lethbridge.ca

Scale House:
Office: (403) 327-3288
Fax: (403) 394-0429

General Instructions

A representative of the applicant must provide all information required for processing this form. Please be thorough with your answers. The entire form must be completed, answers must be legibly printed in ink or typewritten, and the completed form must be signed and dated. If accepted by the City, this application shall form the agreement between the applicant and the City. Check N/A where the data requested is not applicable. Submit the completed application form by email at ucc@lethbridge.ca, in person, or by mail to: City Hall 4th floor, 910 – 4 Ave. S Lethbridge AB T1J 0P6.

I. Request Type

- Request type:
- New charge account Up-date charge account Account number: _____
- New 3rd party hauling application Up-date 3rd party hauling information

2. Applicant's Information

Company information:

- a) Company name: _____
- b) Company's physical address: _____

- City: _____ Prov: _____ Postal Code _____
- c) Emergency contact: _____
- Title: _____
- Tel: () _____ Fax: () _____
- Email address: _____

Invoicing Information (If different from company information):

- Same as company information
- d) Company's mailing address: _____

- City: _____ Prov: _____ Postal Code _____
- e) Invoicing contact: _____
- Title: _____
- Tel: () _____ Fax: () _____
- Email address: _____

3. Transportation Information

- a) If hauling by a third party is required, then you must fill out section 4. Hauler's Information below prior to delivery of the waste. Failure to do so may result in rejection of the load.
- b) Will you haul waste using your company's vehicles? Yes (complete section 3) No (go to section 4)
- c) Please provide the required information for each company vehicle that will haul waste to the Waste & Recycling Centre. Please attach extra pages if you require more space than is provided.

Licence plate #: _____ Company vehicle ID: _____ Year: _____ Make: _____ Model: _____

Vehicle description (colour, markings): _____

Vehicle description (colour, markings): _____

Vehicle type (please check one): passenger vehicle Pick-up/van Single axle van/truck Dual axle van/truck Rear load waste collection truck Overhead waste collection truck Side load Waste collection truck Roll-off truck Tractor trailer

4. Hauler's Information

Please provide the required information for all haulers you wish to authorize. Hauler information must be completed and Haulers must have a Waste & Recycling Centre account. Hauler's arriving at the centre without 3rd party hauling authorization will not be permitted to charge the customer's account.

Hauler's Information:

a) Hauler's name: _____ Tel: () _____ Fax: () _____
b) Waste & Recycling Center Account #: _____ Email address: _____
c) Hauler's representative: _____ d) Authorization start date: _____
Title: _____ e) Authorization end date: _____

Hauler's Information:

a) Hauler's name: _____ Tel: () _____ Fax: () _____
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c) Hauler's representative: _____ d) Authorization start date: _____
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Hauler's Information:

a) Hauler's name: _____ Tel: () _____ Fax: () _____
b) Waste & Recycling Center Account #: _____ Email address: _____
c) Hauler's representative: _____ d) Authorization start date: _____
Title: _____ e) Authorization end date: _____

5. Terms & Conditions

The applicant acknowledges and agrees to the terms and conditions below:

1. The City reserves the right at its sole discretion to reject a charge account application and / or hauler.
2. By completing this application, the applicant permits the City to undertake a credit check which may include review of payment history to other city departments such as taxation and utilities and/or an external credit review.
3. The customer and their agents will comply with all applicable City of Lethbridge Bylaws, policies and procedures.
4. The applicant shall not dispose of: hazardous waste; specified risk material; biomedical waste; PCB's; radioactive material; weapons; or explosives / munitions at the City of Lethbridge Waste & Recycling Centre.
5. Additional approval is required to dispose of: special waste; waste from industrial processes; sump waste; contaminated soil; asbestos; or dead animals / carcasses. Prior to disposing of these wastes the applicant shall make application to the City by completing a special waste and contaminated soil disposal application.
6. The customer and their agents shall follow instructions provided by City staff and contractor's when using the facility.
7. Services and fees at the Waste & Recycling Centre may be altered without prior notification.
8. Fees and rates shall be applied pursuant to City of Lethbridge Bylaw 5544 as amended.
9. The customer will pay all transactions where an authorized hauler is involved.
10. The entire account invoice is due on the payment due date, net 30 days from the invoice date.
11. In the case of a dispute between the customer, the hauler and / or the City, the customer shall be expected to make payment or settlement as originally invoiced, pending the resolution of the dispute.
12. If the full invoice is not paid on or before the payment due date the account is deemed to be in arrears.

- 13. A customer in arrears shall be subject to normal credit action, which may include but is not limited to: accrual of interest and/or late fees (pursuant to Bylaw 3245 as amended); termination of the account; use of collection agencies; withholding of additional service.
- 14. The City may terminate the account and / or hauler at its sole discretion upon issuance of written notice to the customer.
- 15. The customer may terminate their account and / or hauler via written request to the City.
- 16. A one-time application fee of twenty dollars (\$20.00) will be applied to your first invoice.
- 17. A monthly admin fee of seven dollars (\$7.00) will be applied to all invoices.
- 18. Application and / or admin fees are subject to change.

6. Applicants Warranty & Indemnity

The applicant warrants and agrees that (1) all of the information above and provided pursuant hereto is true, correct and complete, (2) they understand and agree to the terms and conditions, (3) The applicant shall indemnify the City and its affiliates against all claims, actions, penalties, liabilities and expenses resulting from breach of representation or misinterpretation under the foregoing warranty and agreement. All warranties and indemnifications herein shall survive any termination of services by the City or related agreements.

Applicant's Authorized Signatory:

The undersigned individual warrants that he/she is authorized to sign this document on behalf of the applicant

Date: _____

Print name: _____ Signature: _____ Company: _____

Telephone: () _____ Fax: () _____

The personal information requested on this form is being collected under the authority of Alberta's Freedom of Information and Protection of Privacy Act, Section 33c and is protected under the Act. It will be used to determine whether the applicant is qualified to obtain a charge account for the City of Lethbridge Waste & Recycling Centre. If you have any questions about the collection of this information contact the City Clerk's Office at (403) 320-3821.

Approval & Sign Off

City of Lethbridge Approval

Waste & Recycling Centre Account Number: _____

This section is to be completed by the City of Lethbridge authorized agent.

Date: _____ All sections are complete Applicant's Warranty and Indemnity signed Credit Review Acceptable

Approval granted: Approval term: _____ to _____

Approval denied: Reason for denial: _____

Print name: _____ Signature: _____ Title: _____