



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

County of Fairfax Application for Collection, Transportation and Disposal Certificate to Operate

Office Use Only

Name of Company: _____

Account Number: _____

Bond Company/Alternative: _____

Bond Amount: _____

Bond Expiration Date: _____

Date CTO Issued: _____

Authorized to Dispose of Out-of-County Waste? Yes No

Amount Authorized for Disposal: _____ MSW Tons

Please Type or Print Legibly

1. Name of Business: _____

2. Type (*single proprietor, partnership, corporation, etc.*): _____

3. Name of Parent Company (*if applicable*): _____

4. Owner(s) and Authorized Agent(s): _____

a. If single proprietor of partnership:

Name of Owner(s): _____

Address: _____ Phone: _____

b. If a corporation, LLC, etc.:

Name of President: _____

Address: _____ Phone: _____

Name of Vice President: _____

Address: _____ Phone: _____

Name of Other Officer: _____ Title: _____ Phone: _____

Name of Registered Agent: _____

SCC LLC ID Number: _____

c. List of Authorized Agents:

Name: _____ Email: _____ Cell #: _____

Department of Public Works and Environmental Services

Solid Waste Management Program

12000 Government Center Parkway, Suite 458

Fairfax, Virginia 22035

Phone: 703-324-5230, TTY: 711, Fax: 703-324-3950

www.fairfaxcounty.gov/dpwes



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Name: _____ Email: _____ Cell #: _____
Name: _____ Email: _____ Cell #: _____

5. Primary E-mail Address: _____

6. Invoice E-mail Address: _____

7. Business Telephone Number: _____ Fax Number: _____

8. Business Address (*office location*): _____

9. Federal Business Tax ID Number: _____

10. Bond Form or Continuation Certificate attached: Yes No

11. ACORD Insurance Certificate attached: Yes No

12. Each company must provide a written continuity-of-operations plan (COOP). The COOP must describe how customers will be serviced in the event of a significant loss in operational capacity. The COOP must include a signed statement from another CTO holder or the same company in another location that will serve as backup, should your company be unable to collect your customers.

Copy of letter from company on company letterhead is attached: Yes No

Name of Company: _____

Telephone Number: _____

Submit plan on how your company will maintain a COOP:

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13. Does your company collect residential properties: Yes No

14. If you marked *yes* to #13, please check if you provide via contract/subscription/both:
 Contracts Subscriptions Contracts and Subscriptions

15. Does your company collect commercial properties: Yes No

16. If you would like to let residents know the areas you service, please list zip codes serviced within Fairfax County:

Zip Code	Zip Code	Zip Code	Zip Code

17. Attach a Statement of Service that will be furnished annually to all customers (to include name, address, telephone number, any company rules, company policy concerning collection on legal holidays and snow days per Chapter 109.1-4-2(e).

Attached: Yes No

Describe how/when the Statement of Service was distributed to customers per Chapter 109.1-4-2(e).
(Include dates)

18. Attach a copy of the current Business Professional Occupational License (BPOL) or other business license.

Attached: Yes No

19. Mandatory Outreach/Education to Residential Customers: A minimum of four outreach/education “touch points” must be provided annually, covering waste reduction and/or recycling themes. Collectors can generate their own content to share or can use material created by SWMP for that purpose.

Will you be using SWMP content? Yes No

For self-generated content, describe the four touch points and attach examples as appropriate below:

PERMIT APPLICATION-REQUIRED CONDITIONS

Applicant understands that the following are required conditions for issuance of this Permit and Applicant must agree to abide by all conditions:

1. **Applicable Laws.** Applicant certifies that, at all times, the operation of Applicant’s business or disposal of MSW under this Permit will be in conformance with all applicable statutes, ordinances and court orders, including, but not limited to the Fairfax County Code (including but not limited to Chapters 46, 82, 108.1, and 109.1) and the *Code of Virginia* as a condition to the issuance and continued validity of this Permit. Violators will be charged a penalty as set forth in accordance with Paragraph 8 (below).
2. **Required Deliveries.** The Applicant will deliver to designated County Facilities (“County Facilities” or “County Facility”) all of the solid waste it collects within Fairfax County as part of its business operations. For purposes of this Permit, materials collected for recycling and waste that cannot be processed at a County Facility does not need to be delivered. For purposes of this Permit, designated County Facilities are as follows:
 1. The I-66 Transfer Station Complex, located on West Ox Road;
 2. The I-95 Landfill Complex, located on Furnace Road; and
 3. The Covanta-Fairfax Waste-to-Energy Facility, also located at the I-95 Complex.

Fairfax County includes the cities and towns of Fairfax, Falls Church, Clifton, Herndon, and Vienna.

3. **Disposal Rates.** Waste delivered by the Applicant will be accepted at the rates set forth in the official Commercial Disposal Rates Schedule (“Rates Schedule”) published on the County website.
4. **Applicable Rules and Regulations.** The disposal of solid waste under this Permit will be conducted in accordance with the rules and regulations of the relevant County Facility. Applicant certifies that Applicant shall be responsible for compliance by its agents, employees, and vehicles with the rules and regulations of the County Facilities (“County Facilities’ Rules and Regulations”) and as set forth in the Fairfax County Code. Violations of

the County Facilities’ Rules and Regulations shall be grounds for temporarily or permanently banning the offending employee or vehicle, or even the entire Applicant, from disposing at any or all of the County Facilities. Violators may also be charged a penalty in accordance with Paragraph 8 (below).

5. **Disposal Charges.** Applicant is responsible for payment of all solid waste disposal charges or fees (“Disposal Charges”) resulting from the use of County Facilities, including the Penalty Late Payment (PLP) fee assessed to invoices not paid by the due date.
6. **Estimated Gross Weights.** Estimated gross weights may be used if the scale malfunctions.
7. **Towing.** Applicant understands that County employees are not permitted to hook up vehicles for towing.
8. **Penalty Rate.** If a County employee witnesses and documents a violation of any applicable law or ordinance, County Facilities’ Rules or Regulations, Permit Application Required Condition, or any applicable agreements by an Applicant’s employee or vehicle, up to six (6) loads delivered by the Applicant may be charged at the penalty rate per ton shown in the published Rates Schedule. The selection of how many and which truckloads to be charged will be at the County’s sole discretion.

If the Applicant does not comply with any administrative requirement of Chapter 109.1 of the Fairfax County Code (e.g., timely submission of an annual Recycling Report), the Penalty Rate shall be applied to all incoming deliveries until such time as the Applicant returns to compliance. While not in compliance, the Applicant may also be subject to any other enforcement action allowed pursuant to applicable law.

9. **Pricing/Payment.** The Applicant will pay the appropriate disposal rate per ton listed in the County’s Rate Schedule. Disposal rates may be changed from time to time, usually at the start of a fiscal year (July 1). The Applicant will pay this rate for the actual tonnage of waste delivered to the County Facilities. The County will invoice the Applicant, and the Applicant will pay, on a monthly basis **by the due date**, for the actual tonnage of waste delivered by the Applicant to the County Facilities. If the federal government (including any federal regulatory agency) or the Commonwealth of Virginia (including any state regulatory agency) add a fee, tax, or any charge for the acceptance or processing of any particular type of waste, the additional charge will be added to the applicable Disposal Charges. Such charge will begin on the date required by the federal or state government and continue as required by such authority.
10. **Identification of Waste Origin and Material Type.** The driver of each of Applicant’s trucks delivering waste to the County Facilities shall inform the scale house personnel of the state and county, city, town, or facility from which the waste originates and the type of material. Should the driver fail or refuse to identify the origin or material type for a delivery of waste, or should an inspection of the delivered waste indicate that the origin or material type of the waste differs from that reported by the driver, then the Applicant may be charged a penalty in accordance with Paragraph 8 (above).
11. **Inspections.** All waste delivered to the County Facilities is subject to inspection. Should an inspection reveal waste from an unauthorized origin, or that delivered waste contains more than ten percent of materials other than those stated at the scale house, the Applicant may be charged a penalty in accordance with Paragraph 8 (above).

- 12. Access Restrictions at the I-95 Complex.** All drivers of commercial vehicles transacting business at the I-95 Landfill Complex (including the Covanta facility) must access the site via the intersection of U.S. Route 1 and Furnace Road, proceeding north to the Complex via access road at Mordor Drive. Drivers/trucks must exit the Complex using this same route. Trucks are also prohibited from using Lorton Road. Violators will be charged a penalty in accordance with Paragraph 8.
- 13. Meetings.** A designee of the Applicant shall attend mandatory meetings with the County, when given seven calendar days advance written (including e-mails) notice. Failure to attend such a meeting shall cause the Applicant's deliveries from that day forward to be charged at the published Penalty Rate in accordance with Paragraph 8 above, until the required meeting has been held.
- 14. Outreach/Education Touch Points.** Collectors shall distribute at least four "touch points" of waste reduction or recycling outreach to every residential customer annually, each to be distributed quarterly. Specific proposed touch points shall be submitted for SWMP approval at least 30 days prior to distribution. Failure to submit a plan describing the content and means of distribution for touch points may cause a delay in approval of this application. Failure to provide documented proof of distribution of approved touch points by the designated delivery date each quarter may, at SWMP's sole discretion, cause the Applicant's deliveries from that delivery date forward to be charged at the published Penalty Rate in accordance with Paragraph 8 above, until the required touch point has been distributed.
- 15. PROHIBITED WASTE. APPLICANT UNDERSTANDS AND AGREES THAT ALL INFECTIOUS, EXPLOSIVE, POISONOUS, CAUSTIC, TOXIC, CHEMICAL AND HAZARDOUS WASTES ARE PROHIBITED FROM THE I-66 TRANSFER STATION COMPLEX, I-95 LANDFILL COMPLEX AND THE COVANTA-FAIRFAX WASTE-TO-ENERGY FACILITY.**

Applicant's Signature affirms his/her understanding of an agreement with these Required Permit Conditions and that he/she is an authorized representative of the business:

Signature

Date