



BROKER REGISTRATION FORM



Solid Waste Management Program Fairfax County, Virginia

BROKER INFORMATION

Virginia State Corporation Commission ID#: _____

Name of Business: _____

Name of Parent Company (if applicable): _____

Contact Person: _____

Business Address (city, state, zip): _____

Contact E-Mail Address: _____

Contact Telephone Number: (____) _____

IMPORTANT INFORMATION ON THE APPLICATION PROCESS

- This form, and the Client & Broker Information Spreadsheet are required for completion and approval of a solid waste broker registration for Fairfax County, Virginia.
- A \$200 filing fee will be assessed following the approval of the application paperwork. Please **DO NOT** submit a check or money order until asked to do so by county staff.
- Once the fee has been requested and the payment is recorded, county staff will send an official email confirming your registration.

Please Sign and Date This Application

I certify that the information provided in this application is true and correct to the best of my knowledge and belief.

Print Name: _____

Signature: _____

Date: _____

Where to Return This Completed Application: Mail To: Solid Waste Broker Registration/Solid Waste Management Program, 12000 Government Center Parkway, Suite 458, Fairfax, VA 22035 OR Email to: christine.mccoy@fairfaxcounty.gov. If you need assistance completing this form, or if you need more information, please call 703-324-5230, TTY 711.

Additional Information on the Back Page

REMINDER:

As a registered solid waste broker you must provide clients the following information:

- 1) Information on the applicable recycling and refuse requirements in Fairfax County, as described in Chapter 109.1-4-16, and in the Recycling Program Requirements, Chapter 109.1-2-1.
- 2) A Statement of Service defining what service will be provided to the customer, including days and frequency of service, type of containers, materials accepted, set-out instructions, and contact information.
 - a. Requirement "2" may be met by completing the MSW Management and Recycling Plan form for each customer you service in Fairfax County. Please call 703-324-5230 to obtain a copy of this form.
 - b. If you choose to use the MSW Management and Recycling Plan form, you must include a cover letter along with the form that explains the service provided to each customer.
 - c. The MSW Management and Recycling Plan form must be completed for each new customer.

For more information, contact the Fairfax County Solid Waste Management Program by calling 703-324-5230, TTY 711

Sep-16  To obtain this document in alternative formats, please contact the Fairfax County Solid Waste Management Program at 703-324-5230, TTY 711, to submit a request. Please allow 7 to 10 business days for preparation of the material.