



# City of Shawnee

SOLID WASTE/RECYCLING COLLECTOR  
LICENSE APPLICATION

Date of Application \_\_\_\_\_

## BUSINESS INFORMATION

Name of Business \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Cellular(\_\_\_\_) \_\_\_\_\_ Fax(\_\_\_\_) \_\_\_\_\_

Mailing Address (If Different) \_\_\_\_\_

E-mail Address \_\_\_\_\_ Website \_\_\_\_\_

On Site Manager \_\_\_\_\_ Telephone \_\_\_\_\_

## OWNERSHIP INFORMATION

If corporation, please provide information for agent of record.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Home Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ Date of Birth \_\_\_\_\_ Driver's License#/State \_\_\_\_\_

Will you subcontract for any of the services? Yes \_\_\_\_ No \_\_\_\_

If so please provide the subcontractor's business contact information.

Name of Business \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Telephone (\_\_\_\_) \_\_\_\_\_ Cellular(\_\_\_\_) \_\_\_\_\_ Fax(\_\_\_\_) \_\_\_\_\_

Mailing Address (If Different) \_\_\_\_\_

E-mail Address \_\_\_\_\_ Website \_\_\_\_\_

On Site Manager \_\_\_\_\_ Telephone \_\_\_\_\_

Subcontractors Occupational License Number \_\_\_\_\_ (Contact the City Clerk's Office if you have questions at (913) 742-6014.)

Complete the following information to show compliance with Shawnee Municipal Code Chapter 8.16:

On enclosed map, indicate the route (s) and area (s) in which the collector intends to operate, collect or transport solid waste and otherwise declare availability of service.

I acknowledge that I must charge for trash based on volume. Yes \_\_\_\_\_

Pick Up Days	Recycling Frequency*
<i>M, W, T</i>	<i>weekly</i>

\*Recycling may be collected weekly or every two (2) weeks and the rate shall not be a separate line item but part of the base rate.

I acknowledge that I must provide a lidded container for both trash and for recycling. The recycling container must be equal to or greater to the trash container size, unless your trash is larger than 65 gallons, in which case the recycling container only needs to be 65 gallons Yes \_\_\_\_\_

Do you want to sell overage stickers with the City? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what price will be charged per overage sticker? \_\_\_\_\_

**Attachments**

Please Attach the Following:

1. Annual License Fee: \$25 (Make checks payable to "City of Shawnee")
2. A picture or sample of any bag or tag used to signify the contents are in addition to the base rate. (Existing haulers only need to include a sample if there has been a change.)
3. An Accord<sup>®</sup> Insurance Form as certificate of insurance (all insurers must have no less than an A-IX rating) showing minimum limits of insurance as follows:

<u>Policy Limits</u>	<u>Minimum</u>
General Liability	
General Aggregate	\$1,000,000.00
▪ Products/Completed Operation Aggregate	\$1,000,000.00
▪ Bodily Injury and Property Damage (any one occurrence)	\$1,000,000.00
▪ Personal & Advertising Injury (any one person or organization)	\$1,000,000.00

Automobile Liability, bodily injury and property damage, combined  
single limits for scheduled and hired, non-owned \$1,000,000.00

**Certificate Holder**

The City of Shawnee shall be listed as the Certificate Holder on all Certificates of Insurance submitted to the City. Should any of the above described policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the City.

4. **A copy of the Johnson County Waste-Transporter-Solid Waste License Verifying compliance with Johnson County's Code of Regulations for Solid Waste Management needs to be in the City Clerk's Office by the January 1<sup>st</sup>.**

**Certificate of Agreement and Acknowledgement of Understanding**

The undersigned, as the owner or legally authorized representative of the owner herein making application, hereby certifies agreement to the following conditions:

*Initial*

- \_\_\_ Collect any and all service fees from the firm's customers.
- \_\_\_ Provide at least the minimum level of collection and transportation service as set forth in Shawnee Municipal Code Chapter 8.16.
- \_\_\_ Provide for the collection of recyclable materials as outlined in the City of Shawnee Solid Waste Licensing Administrative Code (AC #1-13)
- \_\_\_ Provide and allow for the requested levels of reporting, recordkeeping and review below:
  - \_\_\_ 1. Upon the request of the Director at any time but in any event no less than quarterly, reports detailing operations, materials collected for recycling and marketing of collected recyclables.
  - \_\_\_ 2. Prior to implementation of any change to operational systems, plans or of any Collector which are required to be reported for issuance of a License or annually hereunder, the Collector must submit such changes to the City for review.
  - \_\_\_ 3. A Collector shall make available for review by the Director such records in its possession as may be relevant to the investigation of any complaint regarding such Collector that has been submitted to the Director or is under investigation by the Director.
  - \_\_\_ 4. Provide such other information as may be required by the Director.
- \_\_\_ Verify that all Collection vehicles used within the City shall be maintained in a safe, clean and sanitary condition and shall be so constructed, maintained and operated as to prevent spillage of Solid Waste therefrom. All vehicles to be used for Collection of Solid Waste shall be constructed with watertight bodies and with covers which shall be an integral part of the vehicle or shall be a separate cover of suitable material with fasteners designed to secure all sides of the cover to the vehicle and shall be secured whenever the vehicle is

transporting waste, or, as an alternate, the entire bodies thereof shall be enclosed, with only loading hoppers exposed. No material shall be transported in the loading hoppers. All vehicles shall clearly show the phone number of the Collector and the vehicle number.

\_\_\_\_\_ Verify that in the event that the Collector elects to perform Collection of Solid Waste or Recyclable Materials through subcontractors or agents who are in compliance with Chapter 5.04 of the Shawnee Municipal Code, such agency relationship shall not relieve the Collector of responsibility for compliance with the provisions Chapter 8.16

\_\_\_\_\_ The owner or legally authorized representative of the owner acknowledges that any violation of the aforementioned minimum standards, or any other provision of Shawnee Municipal Code Chapter 8.16 by the firm, is a Class C Offense punishable by a fine in an amount not to exceed five hundred dollars (\$500.00) and/or confinement of up to one (1) month in City or County jail (SMC 1.20.020).

\_\_\_\_\_ Further, the owner or legally authorized representative of the owner acknowledges that substantial non-compliance with the aforementioned minimum standards or any other provision of Shawnee Municipal Code Chapter 8.16 shall be grounds for suspension or revocation by the Director of the Solid Waste Management Program of any or all licenses and permits issued hereunder to the owner and firm. The Shawnee Municipal Code is available on the City's website at [www.cityofshawnee.org](http://www.cityofshawnee.org).

\_\_\_\_\_ The undersigned applicant is authorized to execute the application either as the owner or as a legally authorized representative of the owner and, as such, shall be jointly and severable responsible for compliance with all codes regulating the collection of solid waste and shall accept service of process and of all notices.

**PLEASE SIGN AND FILL OUT THE BELOW PORTION OF THE DOCUMENT AT CITY HALL WITH YOUR DRIVERS LICENSE**

I declare under penalty of a false statement that to the best of my knowledge and belief the statements made herein are true and correct.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME

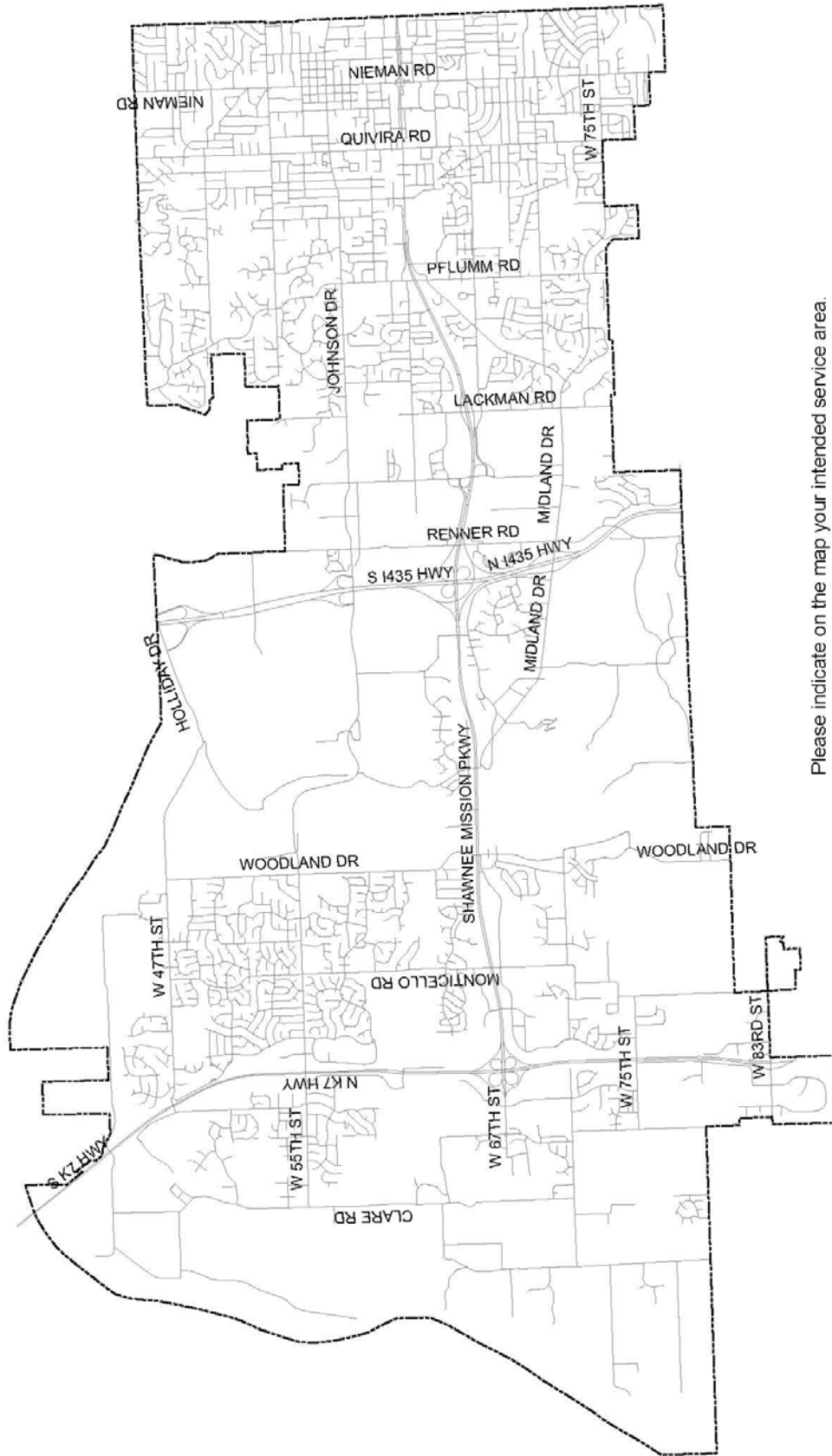
\_\_\_\_\_  
TITLE

\_\_\_\_\_  
BUSINESS NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DRIVER'S LICENSE NUMBER

# City of Shawnee



Please indicate on the map your intended service area.