



REFUSE COLLECTION & HAULING LICENSE APPLICATION CHECKLIST AND FACT SHEET

Applicant: _____ License # _____

TAXES - Confirmation by the Richmond Tax Collector that taxes and fees on the business location in Richmond are current.	
ZONING - FOR NEW LICENSES OR LOCATIONS ONLY If business office is in Richmond, confirmation by the Richmond Zoning Enforcement Officer that the use is allowed at the proposed location.	
RECYCLING PLAN - Confirmation by the Public Works Director that the department has an approved recycling plan on file for the applicant.	
LICENSE FEE - \$150	

Who must obtain this license?

Every person or business engaged in collecting and hauling refuse in Richmond must obtain a Refuse Collection and Hauling license from the Town Council, whether or not the business's office is located in Richmond. Refuse means solid waste in the form of rubbish, garbage, or recyclable material.

License expiration

The license expires on March 1 and must be renewed every year.

Requirements

- *Recycling is mandatory.* Every licensed refuse collector and hauler must separate recyclable and non-recyclable materials in compliance with local and state regulations.
- *An approved recycling plan is required.* Each licensed refuse collector and hauler must submit to the Richmond Public Works Director a written recycling plan demonstrating that the refuse collector and hauler has adequate equipment and operational capability to satisfy the requirements of local and state law. The plan must be approved by the Public Works Director. It is not necessary to submit a new plan for each license renewal as long as the plan on file has been approved.
- *Loads must be properly secured.* No person shall operate any vehicle upon a public highway in Richmond in which refuse or solid waste is carried unless the refuse or solid waste is covered or properly secured to prevent the contents of the vehicle from falling out and littering the highway.



REFUSE COLLECTION & HAULING LICENSE APPLICATION

Name of Business:
OWNER OF BUSINESS Name: Telephone number(s)
Person responsible for the daily operation of this business: Name: Address: Telephone number(s):
List any other city or town in Rhode Island where this business is currently licensed.

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OFFICE USE ONLY

Date of Town Council approval:	Date license issued
Fee paid:	Date license expires
License issued by:	