CITY OF ST. PAUL PARK
GARBAGE COLLECTOR’S CITY LICENSE APPLICATION

☐ Residential License - $200 (A residential dwelling license shall allow collection of all garbage, other refuse, white goods and recyclables from any residential dwelling – single and two-unit – within the city)

☐ Commercial License - $200 (A commercial license shall allow collection of garbage, other refuse, white goods and all recyclables at any industry, business or multiple-family – more than two units – within the city)

PLEASE PRINT OR TYPE

Date: ___________________________ New _____ Renewal _____

Business Name: ___________________________ Applicants Full Name: ___________________________

Business Address: ___________________________ Address: ___________________________

City/State/Zip: ___________________________ City/State/Zip: ___________________________

Business Phone: ___________________________ Phone: ___________________________

Applicants Signature: ___________________________ Title: ___________________________

APPLICATION ACCEPTED ONLY WHEN ALL REQUIRED FORMS/INFORMATION ARE COMPLETE AND RECEIVED:

✓ Complete Application (including all forms)
✓ License Fee for each applicable license
✓ Current Certificate of Insurance
  ➢ Liability insurance covering all vehicles:
    ▪ Minimum $200,000 death by wrongful act or omission; $200,000 to any claimant in any other case; $600,000 for any number of claims arising out of a single occurrence; $200,000 property damage single occurrence;
  ➢ Naming the City of St. Paul Park as certificate holder; must provide a minimum 15 days notice to the City prior to cancellation before expiration date.

✓ Residential Hauler - Supply a list of fifty (50) or more active accounts within the City limits per City Ordinance Sec. 54-57 (2).

❖ Violations of Chapter 54 of the City Code are subject to administrative fines, license suspension or revocation.

LICENSE EXPIRES ON DECEMBER 31 OF EACH YEAR

Fee Received ________________ (Office Use)

Zoning Regulations Check □ Approved □ Rejected
Insurance Verification □ Approved □ Rejected
Better Business Bureau Accredited □ Yes □ No
Facility name & address of solid waste disposal site: ____________________________

Number of accounts for:

Residential ________ With recycling services ________
Multi-family ________ With recycling services ________
Business ________ With recycling services ________

Do you provide recycling services for:

Residential (Ordinance Sec. 54-32g): Yes ____ No ____
➢ Collection frequency: Weekly _____ Every other week _____ Other (explain) ____________________________
➢ Pick-up same day as trash? Yes ____ No ____
➢ Type of recycling service: Single sort _____ Other (please specify) ____________________________
➢ List of recyclables collected - please check one box below:
  □ Meet minimum standards (see enclosed list)
  □ Other (please attach list)

Multi-Family (Ordinance Sec. 54-32g): Yes ____ No ____
➢ Collection frequency: Weekly _____ Every other week _____ Other (explain) ____________________________
➢ Pick-up same day as trash? Yes ____ No ____
➢ Type of recycling service: Single sort _____ Other (please specify) ____________________________
➢ List of recyclables collected - please check one box below:
  □ Meet minimum standards (see enclosed list)
  □ Other (please attach list)
Industry/Business (MN Statutes 115A.151):
Yes ______ No ______

➢ Collection frequency: Weekly ______ Every other week ______ Other (explain) ________________

➢ Pick-up same day as trash? Yes _____ No _____

➢ Type of recycling service: Single sort _____ Other (please specify) _______________________

➢ List of recyclables collected - please check one box below:
  □ Meet minimum standards (see enclosed list)
  □ Other (please attach list)

Do you provide organics collection for:
Residential Yes _____ No _____
Multi-family Yes _____ No _____
Business Yes _____ No _____

Do you provide yard waste collection for:
Residential Yes _____ No _____
Multi-family Yes _____ No _____
Business Yes _____ No _____

Other services provided: _____________________________________________________________

__________________________________________________________

Trash & Recycling schedule of rates for each size container: PLEASE ATTACH A RATE SHEET FOR SINGLE FAMILY, MULTI-FAMILY, INDUSTRY/BUSINESS

**Ordinance 54-57(3). Every licensee shall provide not less than two (2) weeks prior notification to the city and to all customers of any change in such rates to be implemented during the license period.

List of current equipment to be utilized by the collector: ________________________________________

________________________________________________________

________________________________________________________
MINIMUM STANDARD LIST OF RECYCLABLE MATERIALS TO BE COLLECTED AS REQUIRED BY
THE CITY OF ST. PAUL PARK AND WASHINGTON COUNTY

PAPER
- Mail, office and school papers
- Magazines and catalogs
- Newspapers and inserts
- Phone books
- Books
- Shredded paper (in closed paper bags)
- Cereal, cracker, and pasta boxes
- Shoe boxes, gift boxes, electronics boxes
- Toiletry and medication boxes
- Cardboard
- Pop and beer boxes

CARTONS
- Milk, soup and broth cartons
- Juice boxes
- Wine and juice cartons

GLASS
- Food and beverage bottles and jars

METAL
- Food and beverage cans
- Aluminum foil and trays (rinsed and clean)

PLASTIC #1 - #7
- Water, soda, juice bottles
- Milk and juice jugs
- Ketchup and salad dressing bottles
- Yogurt, pudding and fruit cups
- Margarine, cottage cheese and other tubs
- Produce, deli and take out containers (except for black containers)
- Dishwashing liquid bottles
- Detergent jugs
- Shampoo, soap and lotion bottles (remove pump)
- Clear packaging from toys and electronics
- Disposable cups and bowls
- Medicine bottles
CERTIFICATE OF COMPLIANCE  
DEPARTMENT OF REVENUE INFORMATION

Pursuant to Minnesota Statute 270.72 Tax Clearance; Issuance of Licenses, the licensing authority is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number or the social security number of each license applicant (person signing the application).

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal, or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties, or interest;

2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue. However, under the Federal Exchange of Information Agreement, the Department of Revenue may supply this information to the Internal Revenue Service.

3. Failure to supply this information may jeopardize or delay the processing of your license issuance.

Please supply the following information and return along with your application:

<table>
<thead>
<tr>
<th>Type of License:</th>
<th>RESIDENTIAL GARBAGE COLLECTOR</th>
<th>COMMERCIAL GARBAGE COLLECTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant’s Name:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Applicant’s Address:</td>
<td>City, State, Zip</td>
<td></td>
</tr>
<tr>
<td>Applicant’s Phone Number:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Name:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Address:</td>
<td>City, State, Zip</td>
<td></td>
</tr>
<tr>
<td>MN Tax ID # OR Social Security Number:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If a Minnesota Tax ID number is not required, please explain:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Signature:</td>
<td></td>
<td>Date:</td>
</tr>
</tbody>
</table>
Certificate of Compliance
Minnesota Workers’ Compensation Law
This form must be completed by the business license applicant.

Print in ink or type

Minnesota Statutes § 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers’ compensation insurance coverage requirement of Minn. Stat. chapter 176. If the required information is not provided or is falsely stated, it shall result in a $2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers’ compensation policy must be kept in effect at all times by employers as required by law.

<table>
<thead>
<tr>
<th>License or certificate number (if applicable)</th>
<th>Business telephone number</th>
<th>Alternate telephone number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business name (Provide the legal name of the business entity. If the business is a sole proprietor or partnership, provide the owner’s name(s), for example John Doe, or John Doe and Jane Doe.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DBA (&quot;doing business as&quot; or &quot;also known as&quot; an assumed name), if applicable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business address (must be physical street address, no P.O. boxes)</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>County</td>
<td>Email address</td>
<td></td>
</tr>
</tbody>
</table>

You must complete number 1 or 2 below.

Note: You must resubmit this form to the authority issuing your license if any of the information you have provided changes.

1. [ ] I have a workers’ compensation insurance policy.

   - Insurance company name (not the insurance agent)
   - Policy number
   - Effective date
   - Expiration date

   [ ] I am self-insured for workers’ compensation. (Attach a copy of the authorization to self-insure from the Minnesota Department of Commerce; see www.mn.gov/commerce/industries/insurance/licensing/self-insurance.)

2. I am not required to have workers’ compensation insurance because:
   - I only use independent contractors and do not have employees. (See Minn. Stat. § 176.043 for trucking and messenger courier industries; Minn. Stat. § 181.723, subd. 4, for building construction; and Minnesota Rules chapter 5224 for other industries.)
   - I do not use independent contractors and have no employees. (See Minn. Stat. § 176.011, subd. 9, for the definition of an employee.)
   - I use independent contractors and I have employees who are not required to be covered by the workers’ compensation law. (Explain below.)
   - I only have employees who are not required to be covered by the workers’ compensation law. (Explain below.) (See Minn. Stat. § 176.041 for a list of excluded employees.)

Explain why your employees are not required to be covered

I certify the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify I am authorized to sign on behalf of the business.

Print name

<table>
<thead>
<tr>
<th>Applicant signature (required)</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
</table>

If you have questions about completing this form or to request this form in Braille, large print or audio, call (651) 284-5032 or 1-800-342-5354.
Data is requested from the applicant on various forms. The purpose and intended use of the requested data is to verify the applicant meets all state statute and city code provisions and, if the license or permit is approved, to verify that all required data remains current.

The following data collected, created, or maintained is classified under the Minnesota Government Data Practices Act as Private data until license approval when the data becomes Public: (13.41, Subd. 5).

1. Data submitted by applicants (including name, email, telephone numbers, and addresses).
2. Orders for hearing and findings of fact.
3. Conclusions of law and specification of the final disciplinary action contained in the record of the disciplinary action.
4. Entire record concerning the disciplinary proceeding.
5. License numbers.

The following data collected, created, or maintained is classified under the Act as private and/or confidential data (Minn. Stat. 13.41, Subd. 2):

1. Active investigative data relating to complaints against any license.
2. The identity of complainants who have made reports concerning licenses or applicants which appear in inactive complaint data unless the complainant consents to disclosure.
3. The information related to unsubstantiated complaints when it is not maintained in anticipation of legal action.
4. Inactive investigative data relating to violations of statutes of rules.
5. Record of disciplinary proceedings, except as limited by the provisions above.
6. Trade secrets, as defined under Minnesota law.
7. Sensitive security and safety information.

Under law, private data may be shared with licensing and inspection employees, approval authorities insurance providers, law enforcement employees, contracted inspection officials, as required by court order and City officials who have a bona fide need for it. The City of St. Paul Park may make any data classified as private or confidential accessible to an appropriate person or agency if the license agency determines that failure to make the data accessible is likely to create a clear and present danger to public health or safety.

We ask that you complete or provide all data requested on the application form(s) unless we have noted that it is not required. Refusal to supply required information may mean that your application cannot be processed.

I READ AND UNDERSTAND THE ABOVE INFORMATION REGARDING MY RIGHTS AS A SUBJECT OF GOVERNMENT DATA.