



Borough of Emporium

421 North Broad Street
Emporium PA 15834-1401

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Reason for procedure: The Borough of Emporium is responsible for the collection and disposal of all municipal, residual, hazardous, and contagious waste that is generated within its corporate limits. We realize that as a municipality we may not be able to provide all services to all customers within the borough. Therefore, to ensure that we are properly tracking and confirming that materials are being properly disposed of we have initiated this procedure for private haulers.

Solid waste collection procedure for private haulers within the Borough of Emporium.

Permit requirements - a permit must be obtained from the borough of Emporium office to locate a refuse container within the borough limits.

- Refuse container permits will be issued on annual basis starting on 1/1 to 12/31 for each year. The permits will be printed on stickers (magnetic stickers may be used) which will then apply the year the sticker is valid, and a number assigned to that sticker. Stickers are required for each refuse container that is located at a worksite in the Emporium borough. The annual charge for these containers is \$20 per container. Stickers are required for all containers including those used for municipal, residual, recycling, hazardous materials, and any other container used to collect waste to be transported by a private hauler.
- Stickers that are provided must be attached to the container. Stickers can be used on one or more refuse container, in the case of a private hauler just swapping how one container for another to empty it is acceptable to place the sticker on the new empty container. However, if the private hauler has multiple refuse containers in the borough simultaneously, each container must have its own sticker.
- When the private hauler empties the container the private hauler is responsible for providing a weight slip/manifest. This document can be mailed, e-mailed, or faxed to the borough office and must contain the following information: permit number, date emptied, customer name, total tonnage (including any municipal and/or residual weight)
- anytime a container is moved within the borough limits they must notify the borough office of this activity, this can be done via phone, e-mail, or fax. It is the responsibility of the private hauler to notify the borough of any containers within the borough limits.

Billing process - the following is the process that will be followed once the borough receives the weight slip's/manifest.

- The Borough Emporium will bill the private hauler monthly, based on the weight slips/manifest documents provided by the hauler.
- Invoices will include the information provided by the private hauler as described above.
- Invoices will be due 30 days from the date of the invoice, and a penalty of 5%, will be charged for any invoices not paid on time.
- A charge of \$7.50 per ton will be charged to the private hauler.

NOTE: periodically the borough of Emporium will confirm with the disposal site entity and DEP to confirm the accuracy of the week sheets/manifests.

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Solid Waste Hauler Permit

Permit No. _____

Permission is hereby granted to _____,
address _____ contact phone no. _____.

For the purpose of hauling solid waste within the Borough of
Emporium. This permit is valid for the year stated (1/1 to 12/31)
and a fee of \$20.00 will be charged.

I (we), the undersigned, do hereby accept this permit and agree to
abide by the requirements imposed by the Borough of Emporium
relative to hauling waste within the Emporium Borough.

Signature _____

Approved by _____