



**Town of Richmond
Town Clerk's Office**

5 Richmond Townhouse Rd., Wyoming, RI 02898 (401) 539-9000 x 9

Refuse Collection and Hauling License Checklist and Fact Sheet

| | Confirmation | Date |
|--|---------------------|-------------|
| TAXES: Confirmation by the Richmond Tax Collector that taxes and fees on business location are current, please contact taxcollector2@richmondri.gov or call 401-539-2130 (NOTE: 1 st Quarter must be paid). | | |
| ZONING: <i>FOR NEW LICENSES OR NEW LOCATIONS ONLY:</i> Confirmation by the Zoning Enforcement Officer that use is allowed at the proposed location, please contact jjordan@richmondri.gov or call 401-539-2285 x 9649 | | |
| RECYCLING PLAN: Confirmation by the public works director that the department has an approved recycling plan on file for the applicant. Please contact 401-539-8474 x 9841 | | |
| LICENSE FEE: \$150 | | |
| AFFIDAVIT OF COMPLIANCE: Per Richmond Code of Ordinances 5.04.030(b) An applicant for a license or permit must submit with the application or renewal an affidavit of compliance. The affidavit shall state that the business is currently in compliance with all town, state and federal statutes, ordinances, and regulations. Compliance with all town, state and federal statutes, ordinances and regulations shall be a continuing condition of the license or permit. | | |

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 garbage or recyclable material.

License Expiration:

This 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 state and local regulations.

An approved recycling plan is required. Each licensed refuse collector and hauler must be submitted and approved by 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 state and local law. It is not necessary to submit a new plan for each license renewal as long as the plan 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.



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Refuse Collection and Hauling License Application

Name of business: _____

Owner of Business: _____

Address: _____

Phone #: _____ **Email:** _____

Person responsible for daily operations: _____

Address: _____

Phone #: _____ **Email:** _____

List any other city/town in Rhode Island where this business is currently licensed:

(Office Use Only)

Date of Council Approval: _____

Date License Issued: _____

License Issued by: _____

Date License Expires: _____

Fee Paid: _____

AFFIDAVIT OF COMPLIANCE

I _____ applicant for a _____ for
(Printed Name) (Type of License)

_____ do hereby make affidavit and say that to the best of
(Name of Business)

my knowledge and belief, the applicant is in compliance with all laws and regulations of the

United States, and the State of Rhode Island and is in compliance with all the ordinances of the

Town of Richmond.

Applicant Signature

STATE OF RHODE ISLAND
COUNTY OF _____

Subscribed and sworn to before me on this _____ day of _____ 20 .

Notary Public
My commission Expires: