

# ADDISON COUNTY SOLID WASTE MANAGEMENT DISTRICT COMMERCIAL HAULER'S LICENSE APPLICATION CALENDAR YEAR 2026

## INSTRUCTIONS

This is an application to collect, accept, transfer, transport or deliver solid waste generated within the Addison County Solid Waste Management District. This license begins on January 1, 2026 and expires on December 31, 2026. Please complete this form and return it with a copy of your insurance certificate, and any other information requested in this application by **January 15, 2026** to:

**Addison County Solid Waste Management District  
1223 Route 7 South, Middlebury, VT 05753  
(phone) 802-388-2333; (fax) 802-388-0271; (e-mail): admin@acswmd.org**

## APPLICANT INFORMATION

Business Name: _____		E-Mail: _____	
Owner Name: _____		Local Contact Person: _____	
Phone: _____	Fax: _____	Cell Phone: _____	
Mailing Address: _____		Business Address: _____	
_____			
Would you like to be listed as a local hauler on our website? Yes _____ No _____			

If you intend to weigh waste on a truck scale other than the scale at the District Transfer Station, the scale <b><u>must</u></b> be approved in advance by the District Manager. Please list any such scale information below:	
Scale Name: _____	Scale Operator: _____
Mailing Address: _____	
<small>(Please use additional sheet if necessary to list scales.)</small>	
Scale Location: _____	

**Mandatory Requirement**

## INSURANCE CERTIFICATE

Please attach or have your Commercial Vehicle Liability Insurance Company provide a Certificate of Insurance naming the ACSWMD as "Additional Insured", demonstrating that the insurance is in force for each vehicle noted on the Commercial Hauler's License Application, with a combined single limit of \$1,000,000 for each occurrence.

### For District Use – Do not write in this area:

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_  
 Information Requested: \_\_\_\_\_  
 Date Information Requested: \_\_\_\_\_  
 Date Information Received: \_\_\_\_\_  
 Date Complete Application Received: \_\_\_\_\_  
 Date Approved: \_\_\_\_\_ Initials: \_\_\_\_\_

**SOLID WASTE TO BE TRANSPORTED IS GENERATED IN (check all that apply):***(Please notify the District of any changes in this information during the year.)*

MEMBER TOWN	REGULAR <b>CURBSIDE</b> ROUTE (Check all Towns that apply)				AVAILABLE FOR <b>CLEAN-OUTS</b> (Check all Towns that apply)	<b>OTHER</b> (Ex: Trash drop-off Sat 9-11 at Town Drop-off, Town Clerk's Office; or Roll-offs only)
	Trash & Recycle	Recycle Only	Food Scraps	Leaf & Yard Debris		
Addison						
Bridport						
Bristol						
Cornwall						
Ferrisburgh						
Goshen						
Leicester						
Lincoln						
Middlebury						
Monkton						
New Haven						
Orwell						
Panton						
Ripton						
Salisbury						
Shoreham						
Starksboro						
Vergennes						
Waltham						
Weybridge						
Whiting						

**SEPARATION REQUIREMENTS OF THE ACSWMD WASTE MANAGEMENT ORDINANCE**

Article III of the District Waste Management Ordinance requires the separation of certain materials from the waste stream. They are: Mandated Recyclables; Special Waste; and Unregulated Hazardous Waste. Article V prohibits certain materials – “Prohibited Materials” – from delivery to a District-owned or operated or District-Designated Facility. The lists of these materials are attached to the “ACSWMD Policy of the Board of Supervisors Implementing the District Waste Management Ordinance.” Both the Ordinance and the Policy detail the civil penalties for non-separation of these materials. The latest version of the Ordinance and Policy are attached, and are available on the District website, at [www.AddisonCountyRecycles.org](http://www.AddisonCountyRecycles.org).

**DISPOSAL REQUIREMENTS OF THE ACSWMD WASTE MANAGEMENT ORDINANCE**

Article IV, Section 4.12(Q) of the District Waste Management Ordinance requires that each Commercial Hauler shall deliver all Solid Waste collected within the District, after proper separation of Mandated Recyclables, Special Waste, and Unregulated Hazardous Waste, to the District Transfer Station in Middlebury, or such other District-Designated Facility for Disposal. Both the Ordinance and the Policy detail the civil penalties, including the revocation of license, for failure to comply with the requirements of Article IV. Any exemption from this mandate is at the discretion of the District. Only written exemptions are valid.

**VEHICLE INFORMATION FORM**

*(If your vehicle information has not changed since your 2025 Commercial Hauler's License was issued, please indicate that your information has not changed and is on file with the District. Additions/deletions of vehicles are to be listed below. For long vehicle lists, you may attach a copy of the list. All vehicles listed must be included on the VT Waste Transporter Permit.)*

	Vehicle ID No. (VT License Plate)	Rated Capacity	Make/ Model	Tare Weight (Obtained at the Transfer Station)	VIN Number
	<i>(Example)</i> VT - AB1234	1 ton	Ford	2,525 lbs.	Xxx111yyy222zzz333
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

**UNIT-BASED PRICING SCHEDULE**

*In order to receive a license, you must file a Unit-Based Pricing Schedule. Any changes must be reported to the District. Note that curbside collection of food scraps is no longer mandated by law except for commercial customers and multi-residential apartment buildings of 4 or more units. Drop-offs, however, are required to offer collection of food scraps. If you do collect food scraps, please fill in the rates below.*

Frequency of Collection					Rates				
	Trash	Recycling	Leaf & Yard Debris	Food Scraps		Trash	Recycling	Leaf & Yard Debris	Food Scraps
*Weekly					Flat Fee + Price and Size per Bag/ Toter/ Bucket:				
*Every Other Week					Price per lb., per ton or per cu. yd. for non-bagged waste:				
*Monthly					*Number and Size of Bags/ Toters/ Buckets Included & Price per Extra Bag/ Toter/ Bucket:				

**Article IV, Section 4.12(G) of the District Waste Management Ordinance (WMO) requires each Commercial Hauler to establish a Unit-Based Pricing Schedule.** As defined by Article II, Section RR of the WMO: “Unit-Based Pricing” (also referred to as ‘Variable Rate Pricing’) shall mean a pricing system whereby Drop-off, Transfer and Disposal facilities and Commercial Haulers shall charge residential, institutional and commercial customers for the collection of Solid Waste for disposal based on the volume or weight of the waste collected, at rates that provide a reasonable economic incentive to their customers to reduce the amount of Solid Waste destined for disposal that they generate. Fees established solely on the quantity of Solid Waste of a Generator (such as per bag, per cubic yard, or per pound fees), or the offering of a choice of bi-weekly, monthly, bi-monthly, and quarterly collection frequencies, shall be deemed to satisfy the requirements of this Ordinance as to Unit-Based Pricing.” In compliance with 10 V.S.A. §6607a(h), and Article IV, Section 4.12(G) of the WMO, a Commercial Hauler that offers the collection of Solid Waste may not charge a separate line item fee on a bill to a residential customer for the collection of Mandated Recyclables, provided that a Commercial Hauler may charge a fee for all service calls, stops, or collections at a residential property and a Commercial Hauler may charge fees based on Unit-Based Pricing.\* A Commercial Hauler may incorporate the cost of the collection of Mandated Recyclables into the cost of the collection of Solid Waste and may adjust the charge for the collection of Solid Waste. A Commercial Hauler that offers the collection of Solid Waste may charge a separate fee for the collection of Leaf & Yard Residuals or Food Residuals from a residential customer. **Flat Fee.** In addition to the Unit-Based Price charged per unit of MSW, Commercial Haulers may, but are not required to, charge a Flat Fee to residential customers for the purpose of covering operational costs for collecting, Transporting and Disposing of MSW. In the event that a Commercial Hauler elects to establish a Flat Fee, all bills for services provided to residential customers shall clearly show both the Flat Fee and the Unit-Based Price to maintain transparency.”

*\*Note that state law was changed to allow facilities and bag-drop haulers to charge for recyclables that are not accompanied by trash. Also, Certified facilities may charge for all recycling, with or without trash. Categorical certifications for town recycling drop-offs are not considered “certified facilities” with respect to the authority to charge for recycling. The “Mobile” bag-drop haulers are not allowed to charge for residential recycling that is delivered with trash. (See DEC “Parallel Collection Fact Sheet for Haulers & Facilities”, August 2022.)*

Each Commercial Hauler is to mail a notice of its Tiered Rate Schedule to all of its customers at least once per year. As part of this application, you must submit evidence that such a notice has been mailed to all customers within the past year. If you have not mailed such a notice within the past year, you may submit a plan with this application to do so no later than July 1, 2026, and a copy of the notice must be provided to the District.

### **MANDATORY REPORTING**

In cases where a Commercial Hauler has been given written permission to use non-District owned or operated Scales that have been Licensed, the Commercial Hauler shall file with the District by the 7<sup>th</sup> day of each following month a copy of all weigh slips and a summary showing for the month just ended the total Solid Waste collected, total Recyclables and other materials destined for Composting, Reuse or Recycling collected, on forms to be provided by the District.

### **CERTIFICATIONS**

I certify and agree that the information provided on this application is true and complete to the best of my knowledge. I further certify that I will provide, within the timeframes specified in the policies of the District, any reporting or documentation requested by the District regarding tonnage of solid waste, including separated recyclables, organics, and any other materials not brought to the District’s Transfer Station, or information regarding Tiered Rate Schedules.

By signing below, I acknowledge that I have received and understand the District *Waste Management Ordinance* and the *ACSWMD Policy of the Board of Supervisors Implementing the District Waste Management Ordinance*, and will comply with their provisions, as well as the *VT Solid Waste Management Rules*. I will also obtain and agree to abide by all necessary permits and licenses from all applicable District Member Towns and the State of Vermont, **including VT Waste Transporter Permits**. The District Manager may attach to any License such reasonable terms, restrictions and conditions as are necessary to ensure that Solid Waste, Mandated Recyclables, Unregulated Hazardous Waste, Special Waste and Organics are source-separated, collected, transported, recycled and disposed of in an environmentally sound manner.

Business Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Owner or Designee: \_\_\_\_\_

Date: \_\_\_\_\_