



## Town of Riverhead

### INSTRUCTIONS FOR COMPLETION OF WASTE DISPOSAL LICENSE APPLICATION

The attached application must be completed, signed and notarized as indicated and submitted to the Sanitation Department at 200 Howell Avenue, Riverhead, New York 11901

The following MUST accompany the application:

1. Copies of all registrations of all vehicles used
2. Copies of proof of insurance for all vehicles-as well as proof of liability insurance in the event of injury to persons or property. (Full Copy)
3. Copies of all driver's licenses of persons authorized to operate vehicles
4. County Health Inspection Report of all vehicles applying for Class 1 and Class 2 licenses
5. Each application for license, except for Class 3, shall submit to the Town Clerk a list of all customers to be served in the Town of Riverhead including customer name, street number and name of post office.
6. Signed Release Statement-attached at the end of the application form
7. Payment of \$50.00 Application Fee for Class 1, 2, and 3 Licenses

**ALL APPLICATIONS MUST COMPLY TO THE ABOVE, NO EXCEPTIONS WILL BE MADE. IN ADDITION, AS REQUIRED BY TOWN CODE, QUARTERLY REPORTS DETAILING COLLECTION INFORMATION MUST BE SUBMITTED TO THE SANITATION SUPERINTENDENT NO LATER THAN 30 DAYS FOLLOWING THE LAST DAY OF EACH QUARTER.**

YEAR: \_\_\_\_\_

FOR OFFICE USE ONLY:

CLASS#: \_\_\_\_\_

LICENSE FEE: \_\_\_\_\_

STICKER FEE: \_\_\_\_\_

APPLICATION FEE: \_\_\_\_\_

TOTAL FEE: \_\_\_\_\_

ACCOUNT#: \_\_\_\_\_

**TOWN OF RIVERHEAD**  
**APPLICATION FOR WASTE DISPOSAL LICENSE**

NAME OF COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

List persons having a financial interest in the above named firm:

Name	Address	Social Security #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TYPES OF LICENSES REQUESTED  
(Check all licenses required)

\_\_\_\_\_ Class 1 Licenses: Required of all persons engaged in the business of collecting or removing solid waste from premises defined as NON-RESIDENCES, including any person who collects or removes solid waste from non-residence premises which he or she does not own, lease or occupy, whether or not such person is engaged in the business of collecting or removing solid waste. Annual Fee: \$250.00 PLUS Application Fee: \$50.00 PLUS \$50.00 each truck

\_\_\_\_\_ Class 2 Licenses: Required of all persons engaged in the business of collecting or removing solid waste from RESIDENTIAL premises. Annual Fee: \$250.00 PLUS Application Fee: \$50.00 PLUS \$50.00 each truck. If a Class 1 license is currently held, there is no fee required for a Class 2 License

\_\_\_\_\_ Class 3 Licenses: Required of all persons who collect or remove from any premises in the Town of Riverhead any of the following materials: construction and demolition debris; land clearing debris; bulk waste. A Class 3 License shall not be required if such person removes such materials from premises which he/she owns, leases or occupies. Annual Fee: \$250.00 PLUS \$50.00 per vehicle PLUS Application fee of \$50.00

\$----- TOTAL FEES

TOWN OF RIVERHEAD



**STANDARD RELEASE FORM**

I hereby authorize the Town of Riverhead to investigate any past or present police records to ascertain any and all information, which may concern any criminal record.

The release of any and all information is authorized, whether same is or record or not, and I do hereby release all persons and employees of the Police Department, whomsoever, from any damages because of or resulting from furnishing such information to the Town of Riverhead and I release to Town of Riverhead and its employees from any damages which may otherwise result from use or release from such information.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

Sworn to before me \_\_\_\_\_  
On the \_\_\_\_ day of \_\_\_\_\_, 20

\_\_\_\_\_  
Notary Public