



Effective Date: January 1, 2009 – December 31, 2009

The City of Mansfield Garbage and Recycling Ordinance requires all commercial recycling service providers and transporters of recyclable materials in Mansfield to be licensed in order to haul or transport recyclable materials from a location within city limits. If your company would like to register as a commercial recycling service provider and/or transporter of recyclable materials, you must return the enclosed application with an accompanying check within 14 business days of this correspondence being mailed to your organization. Failure to respond within the 14 business day requirement will serve as notice that your organization does not wish to offer recycling services within the city limits of Mansfield.

The annual registration fee for general commercial recycling services is \$150.00 and includes one vehicle for one source facility. Additional vehicles can be added to this registration at a rate of \$50.00 per vehicle. Additional facilities can be added to this registration at a rate of \$100 per source facility. An official license will be issued to each registered vehicle and must be carried in the vehicle at all times. In addition to the application fees, all approved hauling and transporting companies shall be required to remit to the City a quarterly fee of 8% of gross receipts on all revenues and income collected from any source derived from operation of recyclable collection service within the City. License fee remittance shall be addressed to the Director of Finance and checks made out to City of Mansfield Recycling License Fee. Payment shall be due by the 30th day April, July, October and January. ***Only those service providers and vehicles licensed will be allowed to offer industrial/commercial/institutional recycling services and/or transport recyclable materials in Mansfield, and will only be allowed to do so for the designated source facility.***

All commercial recycling providers utilizing contracted transporters are responsible for registering contracted vendors and reporting tonnage collected/transported as part of their initial registration and report. The registration fee for each listed contracted transporter is \$150.00.

All commercial recycling providers conducting source separated Construction and Demolition (C&D) Recycling programs within the city limits of Mansfield **must** complete the additional C&D Recycling application form and report the associated tonnages separately. A fee of \$500 will be charged for each registration and will authorize the hauler/transporter to operate at any construction site within City limits. This change is solely in response to the educational and enforcement efforts required by the differences between the general commercial and C&D recycling programs and the associated sites. Furthermore, City notification of all C&D Recycling processing facilities must be received prior to beginning a recycling program diverting recyclable C&D materials.

Enclosed with this packet are tonnage reports for General Commercial Recycling and C&D Recycling which must be completed quarterly and is due on the 30th of April, July, October and January, when the 8% license fee is due. This form can be obtained and submitted electronically via e-mail to help demonstrate and support sustainability, waste minimization and reducing the use of paper products.

Any person, firm or corporation violating the terms of this ordinance shall be subject to the same penalty as provided for in §50.99 Penalty of the Garbage and Recycling Ordinance. Furthermore, the City of Mansfield has the right to revoke approved licenses for failure to comply with the requirements of this registration and ordinance. Appeals to revocation of the license can be made according to the process listed in the Garbage and Recycling Ordinance.

Howard Redfearn
Stormwater Manager

CITY OF MANSFIELD
Environmental Services Department
2008-09 License Application
For Recycling Service Providers and/or Transporters

<i>(For ES use only)</i>		Date Packet Mailed _____
		Date Packet Rec'd _____
License Numbers Issued _____		
Total General Recycling Registered _____	Amount \$ _____	
Total Contracted Transporters Registered _____	Amount \$ _____	
Total C&D Recycling Registered _____	Amount \$ _____	

Please provide the following information and follow directions below for the completion of this application.

BUSINESS NAME

CONTACT PERSON _____ **TITLE** _____

BUSINESS ADDRESS

MAILING ADDRESS (if different)

BUSINESS PHONE NUMBER _____ **FAX NUMBER**

CONTACT E-MAIL ADDRESS _____ **BUSINESS WEB SITE** _____

SIGNATURE _____

DATE _____

LIST THE FOLLOWING INFORMATION ON COMPANY LETTERHEAD USING THE FORMATS DEMONSTRATED BELOW:

ALL VEHICLES REQUESTED TO BE USED FOR RECYCLABLE MATERIAL REMOVAL:

Registration Year	Make	Model	Type of Loading	License Number

ALL CONTRACTED TRANSPORTER VENDORS:

Business Name	Address	Contact Name	Telephone Number

Annual Registration Fee:	General Recycling	\$150.00 (includes one vehicle) \$ 50.00 (additional vehicles) \$100.00 (additional source facilities)
	Contracted Transporter	\$150.00 (per contracted vendor)
	C&D Recycling	\$500.00 (per license)

All application fees are nonrefundable. Please make check payable to City of Mansfield Recycling License Fee and mail, along with this application, your vehicle listing on company

letterhead and the C&D application (if applicable) to: City of Mansfield, ATTN: Howard Redfearn, 1200 E. Broad Street, Mansfield, Texas 76063.

NOTE: IT SHALL BE UNLAWFUL FOR ANY PERSON TO USE THIS REGISTRATION FOR COLLECTING SOLID WASTE THROUGH THE USE OF COMMERCIAL RECYCLING CONTAINERS.

CITY OF MANSFIELD
Environmental Services Department
2008-09 General Industrial/Commercial/Institutional Recycling Report

Reports are due quarterly on or before the 30th of the month following the reported quarter. Please circle current quarter.

Oct – Dec 06 Jan – Mar 07 Apr – Jun 07 Jul – Sep 07

Business _____ Contact Person _____

Mailing Address _____ Zip Code _____

Phone Number _____ Email Address _____

Source Facility Name _____ Mailing Address _____

Service Frequency _____ (days/week/month)

Destination Facility Name _____ Mailing Address _____

TONNAGE OF MATERIALS RECYCLED FROM THE CITY OF MANSFIELD

Material Type	ICI Collection	Contracted Service Collection	Total Tonnage
PAPER MATERIALS			
Newspaper / Magazines			
Corrugated Cardboard (OCC)			
White / Computer Paper			
Mixed / Office Paper			
Brokered Paper			
TOTAL PAPER TONNAGE			
GLASS MATERIALS			
Clear / Colored Glass			
Uncategorized Glass			
TOTAL GLASS TONNAGE			
METAL MATERIALS			
Aluminum / Steel Cans			
Appliances			
Scrap (Steel)			
Uncategorized Metal			
TOTAL METAL TONNAGE			
PLASTIC MATERIALS			
Plastic Containers			
TOTAL PLASTIC TONNAGE			
ORGANIC MATERIALS			
Food waste/scrap			
Wood materials			
Uncategorized Organics			
TOTAL ORGANIC TONNAGE			
TOTAL TONNAGE OF MATERIALS RECYCLED			

Please send to Howard Redfearn at howard.redfearn@ci.mansfield.tx.us or fax to 817-453-8176.

CITY OF MANSFIELD
Environmental Services Department
2008-09 Registration License Application For Source Separated
Construction And Demolition Recycling Processing Providers

(For SES use only)

Mansfield License Numbers Issued _____

Business Permitted: _____

C&D SERVICING BUSINESS

BUSINESS NAME _____

BUSINESS ADDRESS _____

CONTACT NAME _____ PHONE NUMBER _____

LIST ALL CLIENT COMPANIES & LOCATIONS PROPOSED TO BE SERVICED BY THIS PROVIDER:

C&D PROCESSING FACILITIES

FACILITY NAME _____

FACILITY ADDRESS _____

CONTACT NAME _____ PHONE NUMBER _____

MATERIAL(s) PROCESSED AT THIS LOCATION:

Asphalt Concrete Brick/stone/rock Wood products Gypsum/drywall Metals

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FACILITY NAME \_\_\_\_\_

FACILITY ADDRESS \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

**MATERIAL(s) PROCESSED AT THIS LOCATION:**

Asphalt  Concrete  Brick/stone/rock  Wood products  Gypsum/drywall  Metals

\*Use additional forms if needed

**NOTE: EVERY C&D PROCESSING FACILITY HAS THE RESPONSIBILITY TO SHOW HISTORICAL RECORDS THAT SUBSTANTIATE THEIR PROVEN ABILITY TO RECYCLE ITEM(S) ACCEPTED FOR DIVERTING FROM LOCAL OR REGIONAL LANDFILLS TO BE AN APPROVED PROCESSOR BY THE CITY OF MANSFIELD'S ES DEPARTMENT. FURTHERMORE, EACH C&D PROCESSING FACILITY UNDERSTANDS AND APPROVES THEIR INFORMATION WILL BE INCLUDED ON THE CITY'S WEB SITE.**

Please mail to the City of Mansfield, ATTN: Howard Redfean, 1200 E. Broad Street, Mansfield, Texas 76063 or fax to (817) 453-8176.

**CITY OF MANSFIELD**

**Environmental Services Department  
2008-09 Monthly Report For  
Source Separated Construction & Demolition Recycling**

*Reports are due quarterly on or before the 30<sup>th</sup> of the month following the reported quarter. Please circle current quarter.*

Oct – Dec 06

Jan – Mar 07

Apr – Jun 07

Jul – Sep 07

Business \_\_\_\_\_ Contact Person \_\_\_\_\_

Mailing Address \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Service Frequency \_\_\_\_\_ (days/week/month) \*If service frequency is different for each source facility, provide a separate form for each source, or group of sources with the same frequency.

**TONNAGE OF RECYCLED MATERIAL REMOVED FROM WITHIN THE CITY OF MANSFIELD**

| Material Type                              | C&D Service | Contracted C&D Service Collection | Total Tonnage |
|--------------------------------------------|-------------|-----------------------------------|---------------|
| <b>PAVING MATERIALS</b>                    |             |                                   |               |
| Asphalt                                    |             |                                   |               |
| Concrete                                   |             |                                   |               |
| Brick / Stone / Rock                       |             |                                   |               |
| <b>TOTAL PAVING MATERIAL TONNAGE</b>       |             |                                   |               |
| <b>METAL MATERIALS</b>                     |             |                                   |               |
| Aluminum                                   |             |                                   |               |
| Electrical wire                            |             |                                   |               |
| Scrap Steel or Tin                         |             |                                   |               |
| Uncategorized Metal                        |             |                                   |               |
| <b>TOTAL METAL TONNAGE</b>                 |             |                                   |               |
| <b>ORGANIC MATERIALS</b>                   |             |                                   |               |
| Gypsum / Drywall                           |             |                                   |               |
| Wood / Tree / Stump materials              |             |                                   |               |
| Uncategorized Organics                     |             |                                   |               |
| <b>TOTAL ORGANIC TONNAGE</b>               |             |                                   |               |
| <b>TOTAL TONNAGE OF MATERIALS RECYCLED</b> |             |                                   |               |

Please send to Howard Redfearn at [howard.redfearn@ci.mansfield.tx.us](mailto:howard.redfearn@ci.mansfield.tx.us) or fax to 817-453-8176.