

INSTRUCTIONS FOR WASTE HAULER LICENSES

Download the waste hauling application form by contacting waste.dph@stlouisco.com or by reaching out to John McCormick at 314-615-4120 or at jmccormick@stlouisco.com to have the forms sent.

Section 607.150 of the St. Louis County Waste Management Code requires vehicles and other mobile waste containers used to transport waste in St. Louis County to be licensed for such use. The type of license required is determined by the waste type and the means of transport.

- Any person transporting municipal solid waste, demolition/construction waste, and/or special waste in St. Louis County more than 5 times per year is required to obtain an annual license for each waste hauling vehicle and mobile waste container (roll-offs, luggers, trailers, etc.).
- Licenses are not required for vehicles and containers used to **solely** transport hazardous or infectious waste, if they are already licensed under applicable state and federal regulations.
- Initial license year begins the date the license is issued and expires on the following April 14th.
- The licensing term for annual renewal licenses is from April 15th through April 14th of the following year.
- Annual renewal license applications **must be received by April 1** of the each year to ensure timely processing.
- License application fees are non-refundable.

ALL HAULERS MUST SUBMIT

(If you are a residential or special waste hauler see additional requirements below)

1. 2021 Waste Hauler License Application Form (& Addendum, as needed): **Completed and signed**.
2. Non-refundable payment (\$25 per vehicle, \$15 per container).
3. Insurance:
 - Certificates of Insurance for Commercial General Liability **and** Business Automobile Liability with **minimum coverage of one-million dollars (\$1,000,000) per occurrence** for bodily injury and property damage claims.
 - St. Louis County Department of Health, 6121 North Hanley Road, Berkeley, MO 63134, must be listed as the certificate holder.
 - Insurance policies shall provide that the insurer will give thirty (30) days advance notice to this office (see above address) in the event the policy is to be terminated.
 - NOTE: Municipalities engaged in the business of waste hauling are exempted from submitting Certificates of Insurance.
 - Workmen's Compensation Insurance with minimum coverage limits as set by law.
4. Licenses will be issued only to companies registered and in good standing with the Missouri Secretary of State's Office. You can obtain proof or register on-line at: <https://bsd.sos.mo.gov/search>
5. If your business is located in St. Louis County, you must include copy of your paid personal property tax. This requirement does not apply to businesses located outside of Saint Louis County.

Hauler Specific Requirements

RESIDENTIAL HOUSEHOLD WASTE HAULERS (1- AND 2-FAMILY DWELLINGS, Weekly Service):

- Submit the Waste Hauler Recovered Materials Collection Plan (& Addendums, as needed):
- Copy of notification sent to residential customers explaining services offered.
- Copy of ALL municipal and subdivision contracts for 1- and 2-family dwellings.

SPECIAL WASTE HAULERS:

Special waste includes sewage, ash, contaminated soils, treated medical waste, etc. or other materials that require special handling for landfill disposal. Vehicles licensed to haul special waste may also haul residential, business, construction/demolition, etc.

- Submit a one-thousand dollar (\$1,000) bond **per special waste hauling vehicle**. You may submit a corporate bond on the Waste Vehicle Surety Bond Form, a cash bond (Form: Cash Bond Form), or a letter of credit made payable to St. Louis County Department of Health. Each bond must be notarized and a Power of Attorney (if applicable) attached. If a bond is on file with the Department, please submit the bond certification form and provide at a minimum: (1) a copy of the current/revised bond, and (2) a current letter or continuation certificate from the bonding company or a copy of the receipt of annual payment. If you plan on increasing or changing a current bond on file via a bond rider we are providing the required Principal of Acknowledgement and Principal of Surety forms necessary for processing. You may access these forms on our webpage under the Permits & Licenses tab at <http://www.recyclesaintlouis.com>

MAIL THE APPLICATION, FEES, AND REQUIRED DOCUMENTS TO:

Solid Waste Management Program
ATTN: Hauler Licensing
6121 North Hanley Road
Berkeley, MO 63134

LICENSE DECALS & VEHICLE LABELING

The St. Louis County Waste Management Code, Section 607.210 requires each person holding a license for a motor vehicle or mobile container used for transporting waste to:

1. Permanently affix and display the license decal issued by the Director in a prominent place on the motor vehicle or mobile waste container.
2. Permanently affix a label with the licensee's name, phone number, and a unique number assigned to the motor vehicle or container by the licensee for identification purposes.

When you receive new license decals please remove all expired license decals from the vehicle and/or container and permanently affix the current year's license decal to a panel on the driver's side of the vehicle (or container when in transit) that is fully visible.