

Fulton County

REDUCE ♦ REUSE ♦ RECYCLE

FULTON COUNTY
DEPARTMENT OF SOLID WASTE
PO BOX 28, 847 MUD ROAD
JOHNSTOWN, NY 12095



518-736-5501
FAX: 518-762-2859
David B. Rhodes, Director

FULTON COUNTY SMALL BUSINESS and NON-PROFIT RECYCLING PERMIT APPLICATION

The Fulton County Department of Solid Waste offers commercial recycling to small businesses in Fulton County, which allows them to bring their recyclables directly to this department.

The Fulton County Department of Solid Waste has established a permit system for small business recycling customers to use the Recycling Facility at the Fulton County Department of Solid Waste. There is an annual \$25 permit fee due prior to accessing the facility (permit fee is waived for Non-Profit entities with proof of Non-Profit status). The Recycling Permit is valid until Dec. 31 of each year.

Unlike a permitted landfill commercial hauler, no special insurance is required, and the permit is issued to the business, so it can be used with any vehicle (although we ask for information on one vehicle when setting up the account).

The Fulton County Board of Supervisors sets the annual Commercial Recycling tipping fee. The current rate of \$40 per ton applies to all permits, including the Non-Profit accounts. Tipping fees are due when weighing out at the scale.

You can set up your account in the Fulton County Department of Solid Waste office at 847 Mud Road, Johnstown or mail the completed forms and check to the Fulton County Department of Solid Waste, P.O. Box 28, Johnstown, NY, 12095. Checks should be made payable to the Fulton County Treasurer.

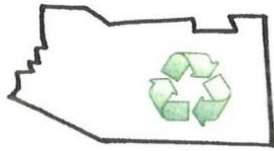
This program is for recycling drop-off only (no garbage) at the Recycling Facility at the Fulton County Department of Solid Waste. The Recycling Facility is open Tuesday through Friday 7:15 a.m.-3 p.m. The Recycling Facility is closed on Mondays and Saturdays.

Please note that the Recycling Preparation Guidelines must be followed as outlined in the enclosed Recycling Facility Terms of Use. The Solid Waste Management Law provides Fulton County with a mechanism to revoke privileges of users violating this law.

Customers will be asked to submit an annual survey giving the tonnage of recyclables collected in Fulton County but taken to facilities **other than** the Fulton County Department of Solid Waste, for state reporting purposes. We will provide a yearend survey to be completed. If you send recyclables to any other processing facility, please complete and return the survey by January 31st.

If you have any questions, please feel free to contact the Fulton County Department of Solid Waste, Recycling Info-Line, at 518-736-5504.

Enc.
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2023 RECYCLING FACILITY TERMS OF USE

INSURANCE REQUIREMENT:

Each account holder must have NYS required vehicle insurance coverage.

GENERAL USE REQUIREMENTS:

1. ONLY recyclable material (as defined by Fulton County Local Law #1 of 1990 and subsequent amendments) may be delivered by your business or vehicle.
2. Recycling Guidelines for Single Stream processing must be adhered to.
3. All loads MUST be properly covered/contained during transport (NYS DOT Section 380-a).
4. Stop signs and Speed limits MUST be obeyed on the access roadway.
5. ALL Vehicles must use the Commercial lane at the scale house. Come to a complete stop at the stop sign; wait for the scale to be clear of vehicles before getting on the weigh scale.
6. Weigh in at scale, showing attendant your permit. The attendant will capture your weight, and then instruct you to proceed to the Recycling Facility to drop off your recyclable materials.
7. Once empty, return to the scale house to be weighed out, obtain a scale ticket and pay tipping fees.
8. Small Business Recycling accounts are **CASH accounts and DUE when weighing out.**
9. NO refuse is allowed to be disposed of using a Recycling Permit.
10. Out-of-County (OOC) Recycling will **NOT** be accepted.

RECYCLING FACILITY OPERATING HOURS:

1. Open 7:15 AM – 3:00 PM Tuesday – Friday (except Holidays).
2. **NO** commercial recycling on Mondays or Saturdays.
3. Holiday Notices will be posted at scale house and are printed on the bottom of the scale tickets.

ANNUAL PERMITS:

1. All Annual Permits expire on 12/31.
2. Permit fees are **NOT** prorated for partial year use.
3. NON-PROFIT – Annual Permit fee waived with Proof of Non-Profit Status.
4. Renewals are mailed to all current customers in November and are due by December 31st.
5. Renewals not received by December 31st will be considered as NON-Renewals.
6. Renewal Permit Fee - is invoiced on or about January 1st of the renewal year.
7. Annual renewal rates are determined by the Board of Supervisors in November.

TIPPING FEES:

1. Tipping Fees are set by the Fulton County Board of Supervisors (BOS) annually in November.
2. **Tipping Fees are Due when weighing out.**

RECYCLING FACILITY PAYMENTS/BILLING:

1. CASH Accounts – Payment is required when weighing out. We can accept cash, check (NO 3rd party checks), or Credit/Debit. We accept MasterCard, VISA, or Discover, however, there is a convenience fee charged by the processing company of 2.39% or \$1.95 minimum for all Credit/Debit transactions.
2. BILLING Accounts – Small Business accounts are CASH accounts. Pre-payment arrangements may be made by contacting the office at 518-736-5882 or email pmarkes@fultoncountyny.gov.
3. PAYMENTS – Make Checks Payable to **FULTON COUNTY TREASURER** and mail to the Fulton County Department of Solid Waste, PO Box 28, Johnstown, NY 12095.
4. PAYMENTS DUE – Per Fulton County Policy, **all Invoices are due 15 Days from Invoice date**. Delinquent accounts (past 30 days) will be assessed 2% interest and scale privileges will be revoked.

PREPERATION OF RECYCLING FOR DISPOSAL:

Fulton County uses **Single Stream Recycling** – ALL MATERIALS ARE MIXED LOOSE INTO ONE CONTAINER. (No need to sort or separate different material).

Corrugated Cardboard (heavy-duty packing boxes) must be flattened; remove any plastic or Styrofoam packing materials. Do not tie or bind with string.

Containers (glass bottles and jars; plastic bottles and tubs; tin and aluminum cans) should be rinsed clean to remove food or product residue.

Paper (newspaper, envelopes, junk mail, magazines, phone books, one-layer chipboard, clean pizza boxes, milk and juice cartons).

There should be NO plastic bags. Shredded Paper is the only exception to the “no bag” rule. Put shredded paper into a tied plastic bag and dispose of with the rest of the loose recyclables.

Waxed cardboard such as beer or soda boxes, freezer boxes, designed not to break down when wet are NOT acceptable as recyclable.

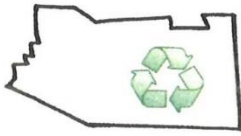
If unsure if an item is recyclable, contact the Fulton County Department of Solid Waste at the Recycling Info Line at 518-736-5504.

NYS DEPARTMENT OF ENVIRONMENTAL CONSERVATION REPORTING:

Customers will be asked to submit annual tonnage of recyclables collected in Fulton County but taken to facilities other than the Fulton County Department of Solid Waste Recycling Facility, for state reporting purposes. We will be sending a yearend recycling survey.

If you send recyclables to any other processing facility, please complete and return the survey by January 31, 2023.

Recycling brochures, literature and surveys are available upon request. Fulton County Department of Solid Waste staff are available for on-site visits & advice to help set up a recycling program at your business or facility.



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SMALL BUSINESS and NON-PROFIT RECYCLING PERMIT APPLICATION

Part A: Applicant Information

1. Applicant Business Name:

2. Billing Address:

3. E-mail Address:

4. Contact Person:

(Name)

(Title)

(Phone)

(Fax)

5. Type of Business (check one):

Corporation ___ Partnership ___ Individual ___ Other (explain) _____

6. Annual Permit Fee (check one):

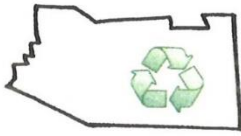
_____ \$25.00 for Small Business Recycling permit (Jan. 1 to Dec. 31.)

_____ Annual fee waived for Non-Profit (must provide proof of non-profit status)

Part B: Vehicle Information*

Year, Make & Model			
License Plate Number		State of Issue	

* Any vehicle can be used to bring in recycling for this program, however, information is needed on one vehicle to set up the permit. This permit is for **recycling only** (vehicles are not allowed to enter the landfill or drop off garbage at the transfer stations).



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Part C: Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this application package and all attached documents; I affirm that the submitted information is true, accurate and complete. I certify only recyclable material (as defined by Fulton County Local Law # 1 of 1990 and subsequent amendments) will be delivered by my business or in my vehicle(s) to the Fulton County Department of Solid Waste Recycling Facility. I agree to indemnify and hold harmless the County of Fulton from any liability arising from the disposal of inappropriate waste delivered by my business or my vehicle(s). I am aware that there are significant penalties for submitting false information, including the possibility of fines, imprisonment and the revocation of facility use.

I also certify that I will abide by the rules and regulations, as outlined in the Fulton County Solid Waste Management Law.

I also certify that all the information provided on this application is true and that all material delivered by my business or in my vehicle(s) originates in the County of Fulton.

BUSINESS NAME: _____

PRINTED NAME: _____

SIGNATURE: _____

DATE: _____

F-123

For County Use Only:

Recycling Acct. No. _____ Date Issued _____ Initials _____

___DB ___QB ___SMS Files: ___Rcy Bk ___AR ___Rcy Acct.