



## **WASTE RECOVERY FACILITY ACCESS WITH DOUBLE AXLE TRAILER APPLICATION FORM**

**Applicant Information** (All fields must be completed.)

Full Name: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Mailing Address (if different from Civic Address):

\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Property location if different than above: \_\_\_\_\_

If the property is in a Local Service District or unincorporated area, provide your ERSB Account #:

\_\_\_\_\_

**If you already have a Waste Recovery Facility Access Card, please provide card #  
and automobile and trailer permits:**

\_\_\_\_\_

**Applicants must provide:**

- **Proof of identification and civic address** (e.g., Driver's Licence or other government-issued ID). This is to ensure only one card is issued per property. Proof of identification will not be retained or used for any other purpose other than for confirmation. Address proof can be a utility bill with your name and full civic address for which the card is being requested.
- Province of Newfoundland and Labrador Vehicle Permit (commonly known as Motor Vehicle Registration) **for both your automobile and trailer is required.**
- A **copy** of the required documents **must** be submitted with your application.
- Incomplete applications will not be processed.
- A valid email address is required.
- Ensure your identification and address documents are **clear and legible.**
- Submitted documents must be **current** and reflect your **legal name and address.**
- Please note that your application will be deemed incomplete unless the signed and dated page 2 and proof of civic address are provided.
- Tenants- Tenants can apply for a card but the landlord must have not already been issued a card for the property.

**FOR OFFICE USE ONLY**

Received by: \_\_\_\_\_ Issued by: \_\_\_\_\_ Card # \_\_\_\_\_

## TERMS AND CONDITIONS FOR ACCESS CARDS AND FACILITY USE

### For Access Cards:

- **Single Issue:** Only one access card per household will be issued. Replacement cards are available for \$10, with all data transferred to new card.
- **Eligible Properties:** Cards will only be issued to owners of eligible properties in the ERSB service area.
- **Submitted Documents:** Copy of government-issued ID will not be retained once card is issued.
- **Address Information:** Address information may be used for billing purposes.

### For Facility Use:

- **Residential use only:** Waste recovery facilities are for residential use only.
- **Commercial Restrictions:** Commercial vehicles and commercial waste are not allowed.
- **Visit Limit:** A maximum of 16 visits per calendar year is allowed at our waste recovery facilities.
- **Prohibited Vehicles:** ATVs and dump trailers are not permitted at any waste recovery facility. All double axle trailers must have a permit for entry.
- **Material Handling:** All materials must be separated onsite and offloaded by hand. Pre-sort your materials for quick and efficient offloading. Expect possible line-ups or delays—please be patient and remain in your vehicle.
- **Drop-off Guidelines:** Follow guidelines for acceptable materials on our website.
- **Child Safety:** Children under 16 must remain inside your vehicle at all times.
- **Pet Safety:** Animals must remain secured inside your vehicle while onsite.
- **Offloading:** Users must follow Site Attendant's directions for offloading.
- **Clear Bags:** Use clear transparent garbage bags for smaller items to ensure that no unacceptable items are offloaded.
- **Smoking/Vaping:** No smoking or vaping on site.
- **Gate Closure:** Facility gates close 15 minutes before the posted closing time.
- **Respectful Workplace:** Visitors must follow the Government of NL's Respectful Workplace Program while onsite.
- **Operating Hours:** Before visiting a facility, check our website for operating hours.
- **Refused Access:** Visitors not following Terms of Use will be asked to leave facility.

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### Applicant Declaration

I certify that the information provided above is accurate and that the identification submitted is valid and authentic. I have read and understood the Terms and Conditions.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_