

**(Cover Letter for mass email or copied onto letter head for paper mailing.)**

Dear Hauler,

Attached is the application to renew your Harford County Solid Waste Hauler's License. For your reference a copy of the Harford County Code, Section 109-2 Liquid and Solid Waste Licenses is attached. Below are links to the sections of the Harford County code you will find helpful.

<http://ecode360.com/9371280> Chapter 109 Environmental Control – General Provisions;

<http://ecode360.com/9373049> Chapter 157-28 Fees for deposit of solid waste at a county disposal facility;

<http://ecode360.com/9373600> Chapter 179 Nuisances and Public Health;

Current Solid Waste Management Rules and Regulations can be accessed via the link below:

<http://www.harfordcountymd.gov/DocumentCenter/View/8659>.

The renewal process will follow the procedure described in Section 109-2 of the Harford County Code. Please note the following:

1. The Performance Bond must be valid through April 1, 2020; and
2. The stickers will not be issued until approved by the authorized Harford County representative.

Please forward your completed application and bond information so we can expedite your paperwork and schedule the 2019-20 truck inspections.

Please feel free to contact Holly Crawford (email [hcrawford@menv.com](mailto:hcrawford@menv.com)) or me at (410) 638-3018 if additional information is required.

Thank You,

David A. Gostomski

# Harford County Solid Waste Hauler's Licensing Procedures

1. The renewal period is February 15<sup>th</sup> through March 31<sup>st</sup> for the operating period April 1<sup>st</sup> of the current year through April 1<sup>st</sup> of the following year. Renewal applications will be distributed via email or hard copy to all commercial haulers in early February. New application will be accepted and processed any time during the year.
  - a. The application documents will be presented as a fillable Adobe document for ease of completion by haulers.
2. The hauler completes the following forms and returns them to HWDC:
  - a. Part A: Applicant Information;
  - b. Part B: Business Information;
  - c. Part C: Vehicle Information for each truck to be registered. Multiple pages may be used if necessary;
  - d. Part D: Letter of Certification; and
  - e. Part E: Solid Waste Collector's Performance Bond form and the Performance Bond Power of Attorney. The bond shall be valid through the entire operating period.
3. Upon receipt of the application and bond documents, the following steps will be taken:
  - a. Verify the completeness of the application;
  - b. Verify Harford County has received the bond covering all Harford County licensed trucks and the expiration date is valid;
  - c. Verify the truck is active in the scale system;
  - d. Verify a good credit rating; and
  - e. Schedule the truck inspections.
4. After successful truck inspections:
  - a. Hauler will be invoiced \$50 for each truck inspected; and
  - b. The completed application package, recommending approval, shall be presented to the Harford County representative.
5. After Harford County approval the hauler will be provided:
  - a. New or updated Harford County waste hauler stickers; and
  - b. A *Harford County Solid Waste Collection and Disposal License*, a copy of which shall to be kept in each truck for which a waste hauler sticker was issued.

**April 1, 2019 – APRIL 1, 2020**

**Harford County, Maryland**  
**Solid Waste Hauler License Application**  
Check Off Sheet

(circle one): New Hauler/Previous Account

- Hauler Name: \_\_\_\_\_
- Hauler Phone: \_\_\_\_\_ Hauler Email: \_\_\_\_\_
- Application Provided: Date received \_\_\_\_\_
- Credit Application submitted to MES HQ - Mary Proctor and or Brooke Keplinger:  
\_\_\_\_\_
- Credit Application Complete: \_\_\_\_\_
  - Credit Verified: \_\_\_\_\_
  - Activation in MES Scale System verified: \_\_\_\_\_
- Bond Received /Verify Expiration Date: \_\_\_\_\_
- Application/Signature Completed: \_\_\_\_\_
- Inspection( Who Inspected and Date): \_\_\_\_\_
- Sticker Provided to Hauler- # / Date: \_\_\_\_\_
- Notify Mary to bill the \$50.00 Fee: \_\_\_\_\_
- Harford County Sign Off - Jeff Schoenberger: \_\_\_\_\_
- Log in Spreadsheet: \_\_\_\_\_
- Sticker Provided to Hauler- # / Date Truck: \_\_\_\_\_

**Complete:** \_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Harford County, Maryland  
APPLICATION FOR SOLID WASTE HAULER'S  
COLLECTION AND DISPOSAL LICENSE**

**APRIL 1, 2019 – APRIL 1, 2020**

**Submit Application to:**

ATTN Solid Waste Hauler's License  
Harford Waste Disposal Center  
3135 Scarboro Road  
Street, Maryland 21154  
410-638-3018

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*Included in this packet is the information currently on file regarding your hauler status. Please review and make any revisions to this information prior to submittal.*

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**Harford County, Maryland**

**2019 – 2020 SOLID WASTE HAULER’S COLLECTION AND DISPOSAL LICENSE APPLICATION**

Submit Application To: 3135 Scarboro Road, Street, Maryland 21154

**Part A: Applicant Information**

Date: \_\_\_\_\_

Applicant: New or Renewal (circle one)

Company/Applicant Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number (day): \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

**Part B: Business Information**

Legal Name of Company: \_\_\_\_\_

Type of Business (check one): \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Individual \_\_\_\_\_ Other\*

\*Identify: \_\_\_\_\_

List names and title of officers, directors, principals, or partners with authority to bind the business.

| Name | Title/Position | Address | Telephone Number |
|------|----------------|---------|------------------|
|      |                |         |                  |
|      |                |         |                  |
|      |                |         |                  |
|      |                |         |                  |
|      |                |         |                  |

Company Name: \_\_\_\_\_

**Part C: Vehicle Information** Vehicle Identification Number (VIN)

Instructions: List all vehicles that are used for hauling.

Note: A Performance Bond in an amount not less than \$2000.00 for each vehicle listed below shall accompany this application. **Bond shall be valid through April 1, 2020**

**\*\*Use separate sheet for additional vehicles**

| Registered Owner | Fleet / Unit Number | Vehicle Type* | License Plate Number | Make | Year | VIN | Capacity in Cubic Yards | County-Assigned Permit Number |
|------------------|---------------------|---------------|----------------------|------|------|-----|-------------------------|-------------------------------|
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |
|                  |                     |               |                      |      |      |     |                         | HA-                           |

\*Vehicle Type: Rear End Loader (REL), Front End Loader (FEL), Roll Off Truck (ROT), Dump Truck (Dump), Roll Off Bin (ROB), Stake Body Truck (Stake), Commercial Van (Van), Other (Identify)

## Part D: Letter of Certification

To Harford County Government:

I certify that I am authorized to act on behalf of \_\_\_\_\_ (name of applicant) and I have examined the License Application, Section 109 of the Harford County Code, and the Harford County Solid Waste Management Rules and Regulations, and am familiar with all requirements and conditions contained therein, and hereby agree that \_\_\_\_\_ (name of applicant) will operate in accordance with such requirements in the event a license is issued. I also affirm that the statements made on the license application form, including any attached papers, are true and accurate, and that I am aware that any misrepresentation or false statement made in this license application shall be a basis for the refusal to issue, or for the revocation of, a solid waste license in accordance with §1-22 of the Harford County Code.

Furthermore, I understand and agree that all solid waste generated within Harford County boundaries which is collected and transported by \_\_\_\_\_ (Name of Company) shall be delivered for disposal to the Eastern Sanitary Landfill, or another solid waste disposal facility, as designated from time to time by the MES Senior Operations Manager in accordance with the Harford County Solid Waste Rules and Regulations. I also acknowledge that failure to abide by the above provisions will be grounds for penalties in accordance with the Harford County Code.

### Accepted and Agreed to:

By: \_\_\_\_\_  
Signature of Authorized Company Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

***Issuance of a license does not relieve the applicant of responsibility for complying with all applicable Local, State or Federal laws, rules or regulations.***

### Return Application To:

**ATTN Solid Waste Hauler's License  
Harford Waste Disposal Center  
3135 Scarboro Road  
Street, Maryland 21154-1806**

### Recommended by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

### Approved by:

\_\_\_\_\_  
Authorized County Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# Part E: Performance Bond



**Harford County Government  
Department of Public Works**

**Bond No.** \_\_\_\_\_

## Solid Waste Hauler's Performance Bond

KNOW ALL PERSONS BY THESE PRESENTS, that we \_\_\_\_\_  
as Principal, and \_\_\_\_\_, a corporation of the  
State of \_\_\_\_\_ as Surety, and held and firmly bound unto Harford County, Maryland  
in compliance with Section 109 of the Harford County Code of Public Laws, insofar as it pertains to the collection,  
transportation and disposal of solid or liquid waste, in the full and just sum of \_\_\_\_\_, lawful  
money of the United States of America, to be paid to Harford County Government, its or their successors and assigns, or  
attorneys, for which payment, well and truly to be made, we bind ourselves, jointly and severally, our joint and several  
heirs, executors, and administrators, successors and assigns, firmly by these presents.

WHERE AS, the above-bound principal contemplates the performance of solid and/or liquid waste collection,  
transportation and disposal within HARFORD COUNTY, STATE OF MARYLAND, (including the municipalities within the  
County) during the period from

\_\_\_\_\_ to \_\_\_\_\_, and

WHEREAS, as a condition precedent to the issuance of a license for the collection, transportation and/or disposal of solid  
or liquid waste, the Principal must post a performance bond in accordance with the requirements of 109-2.F. of the  
Harford County Code.

NOW, THEREFORE, during the term stated above, this Performance Bond shall remain in full force and effect unless and  
until the following terms and conditions are met:

1. Principal shall perform all collection, transportation and disposal of solid and/or liquid waste in compliance with applicable provisions of Federal, State and local law; and
2. Principal and Surety shall comply with the terms and conditions of this Performance Bond.

Principal shall be deemed to be in default of its obligations under this Performance Bond if it violates any applicable laws, rules, or regulations governing the collection, transportation and/or disposal of solid or liquid waste including, but not limited to, failure to pay tipping fees or failure to remediate any spillage of liquid or solid waste along public roads or public property. The Director of Public Works of Harford County shall declare Principal to be default of its obligations in writing. Where, applicable, the Surety may within 15 days after notice of default from the Director, notify the Director that it has elected to remedy the default. In the event the Surety does not elect to remedy the default, the County shall have the right to remedy the default with Surety to remain liable for all costs and expenses of completion up to but not exceeding the penal sum stated above. Where it is deemed, in the sole discretion of the County, that the default must be remedied immediately by County agents or employees, Surety shall be liable to reimburse the County for its cost to perform the remediation up to the penal sum of this Bond. Where the default consists of a failure to timely pay fees or other invoices issued by the County, Surety shall immediately forfeit and pay to the County the amount of the fee or invoice not to exceed the penal sum of this Bond.

IN WITNESS THEREOF, the said principal has hereunto and seal and the said surety has caused these presents to be signed in its name, by its attorney-in-fact and its corporate seal to be hereunto affixed, this \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_

Signed and sealed in the presence of: \_\_\_\_\_  
Witness

Principal

Surety

By: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Name:

Title:

Title:





**Harford County, Maryland**

**SOLID WASTE HAULER'S COLLECTION AND DISPOSAL LICENSE**

**APRIL 1, 2019 TO APRIL 1, 2020**

**Business Name:** \_\_\_\_\_

**Licensee:** \_\_\_\_\_

**Business Address:** \_\_\_\_\_

**Harford County License Number:** \_\_\_\_\_

This document certifies that the above named licensee has met all requirements set forth in Section 109 of the Harford County Code and is hereby granted a license to provide solid waste collection and disposal services in Harford County, Maryland. Furthermore, the licensee has agreed that all solid waste generated within Harford County boundaries and collected and transported by the licensee within Harford County shall be delivered for disposal at the Eastern Sanitary Landfill or another solid waste disposal facility, as designated from time to time by the MES Senior Operations Manager in accordance with the Harford County Code and Solid Waste Rules and Regulations. The licensee also acknowledges failure to abide by the above provisions will be grounds for penalties as promulgated by the Harford County Code.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
HARFORD COUNTY REPRESENTATIVE

Printed Name: Jeffery T. Schoenberger, Administrator

**Valid through: April 1, 2020**

# Harford County Licensing Requirements

## §109-2, Solid and liquid waste license.

[Amended by Bill Nos. 82-28; 12-09]

- A. Generally. Any persons, including but not limited to duly authorized collectors of the county or incorporated municipalities within the county or private solid waste collectors, who are regularly engaged in the collection in Harford County or the transportation for disposal in Harford County of solid or liquid waste shall be licensed annually in Harford County. The applicant for a license shall submit information on the type, make, year and capacity in cubic yards and tonnage or tank capacity of every vehicle proposed to be employed in their collection and transportation services. Concurrent with the review of the annual application, there shall be an annual inspection of each vehicle listed on the application jointly performed by a representative of the Director of Public Works and the County Department of Health. An application shall not be approved until all vehicles listed in the application have passed inspection. Upon approval of an application, the County shall issue a license to the applicant and install a placard number on each approved vehicle. A licensee shall immediately inform the Department of Public Works of any changes to the vehicles listed on its annual application. A licensee shall not utilize any additional or replacement vehicle until all bonding and inspection requirements have been fulfilled for each such vehicle and a placard has been installed by the County.
- B. Applications. Application forms for the above-required license will be mailed annually by the County Department of Public Works to each active licensee prior to February 15.
- C. License term. Licenses issued under Subsection A of this section shall be valid through the following April 1. It shall be a violation of this section for any person subject to the licensing requirements of this section to collect or transport solid or liquid waste in the County without a valid, unexpired license or to do so in a vehicle without a valid, unexpired placard issued by the County.
- D. Fees. License fees shall be as established by the County Council and promulgated in a county fee schedule.
- E. Identification of vehicles. Collection vehicles and equipment shall be identified with the name of the person, firm or corporation printed on each door. This printing shall be legible at a distance of 100 feet and be proportioned in letters of not less than 2-1/2 inches in height.
- F. Performance bond. Any person engaged in solid waste collection or transportation or liquid waste collection, transportation or disposal for compensation shall post a performance bond in an amount of not less than \$2,000 per vehicle, such bond to be written to and delivered to the County Department of Public Works prior to issuance of any license for operation. Such bond must remain in force during all periods of licensed operation.
- G. Display of County placard. Each vehicle operated by a person to whom a license is issued pursuant to this section shall display an annual County placard on the driver's side of the vehicle. A representative of the Director of Public Works shall install the placard on the vehicle. The placards shall be maintained in good condition by the licensee and shall not be obscured in any way. The licensee shall immediately notify the Department of Public Works if a placard is in need of replacement during any licensing period.
- H. Exemptions.
  - (1) Residential customers who haul only their own solid waste generated from their personal, private residence shall be exempt from the licensing provisions of this section.
  - (2) Persons who collect and transport material which exclusively consists of construction, demolition or land clearing debris, scrap metal, scrap tires, natural wood and vegetative yard waste, or material separately collected to be recycled shall be exempt from the licensing provisions of this section.