



Lycoming County Resource Management Services Credit and Cash account application packages

Thank you for your interest in an account with Lycoming County Resource Management Services.

When your application is complete please forward it to the Accounts Receivable Clerk:

Stephanie Messner
PO Box 187
Montgomery PA 17752
Fax: 570-547-6534
Email: smessner@lcrms.com

Here are a few tips to remember so that we can process your application in the timeliest manner.

- Please list all services you are interested in: Waste Disposal, Recycling and/or Tub-grinding and circle each of the counties you collect from.
- Please provide your WH and/ or WTT DEP Information on the Hauler info sheet.
- If you are not hauling your own waste please provide the name of your hauler and have them fill out our hauler information sheet.
- Haulers: Please have your auto insurance company provide us a copy of your Certificate of Liability Insurance showing your coverage amounts via fax or to the email listed above.
- Trade and Bank references: Please provide one bank reference and four trade references and include their phone and fax numbers.
- Please sign and return all three pages of the Credit and Check cashing policy.
- Recycling and Tub-grinding accounts are not required to fill out the Hauler information.
- Please keep the attached fee schedules for your records.

Please contact Stephanie Messner or Cherie Rogers at 800-326-9571 with any questions.

CREDIT APPLICATION

Lycoming County Resource Management Services
P.O. Box 187, 447 Alexander Drive, Montgomery, PA 17752-0187
(800) 326-9571 or (570) 547-1870 Fax: (570) 547-6534

Business Name: _____ EIN #: _____

Business Address: _____
(Street Address) (City) (State) (Zip)

Location if different from billing address: _____

Contact Person & Title: _____

Phone #: _____ Fax #: _____ Cell #: _____ Email: _____

Type of Business Ownership: Sole Proprietor Partnership Corporation Local Government

If Corporation, name of State in which incorporated? _____

List all Principals in the Business (attach additional sheets as necessary):

1. _____ 3. _____
2. _____ 4. _____

Type of Waste or Service (check all that apply):

- Municipal Residual Construction Demolition Tires Wood
 Asbestos Sewage Sludge Tub-grinding Outbound Recyclables
 Single stream recycling
 Other (list): _____

County(s) hauling from (check all that apply):

- Lycoming Columbia Montour Northumberland Snyder Union
 Clinton
 Other (list): _____

Will you be hauling your own waste? YES NO

If YES, please complete the Hauler Information Sheet.

If NO, name, address, and phone # of Hauler used: _____

Description of Business (Waste Hauler, Construction Company, Recycling Broker, etc.): _____

Years in Business: _____ Amount of Credit Requested: _____ Anticipated Monthly Tonnage: _____

LCRMS requires certified waste haulers, commercial hauling enterprises, commercial business accounts and industrial generator accounts to carry automobile liability insurance with a combined single limit of \$1,000,000. Please send a certificate of insurance listing us as a certificate holder.

Please complete next page regarding bank and credit references.

Bank References:

Bank Name: _____ Account #: _____

Address: _____ Contact Person: _____

Phone #: _____ Fax #: _____

Email: _____

Bank Name: _____ Account #: _____

Address: _____ Contact Person: _____

Phone #: _____ Fax #: _____

Email: _____

Credit References:

Company Name: _____

Address: _____

Contact: _____ Phone #: _____ FAX #: _____

Email: _____

Company Name: _____

Address: _____

Contact: _____ Phone #: _____ FAX #: _____

Email: _____

Company Name: _____

Address: _____

Contact: _____ Phone #: _____ FAX #: _____

Email: _____

Company Name: _____

Address: _____

Contact: _____ Phone #: _____ FAX #: _____

Email: _____

I hereby authorize our banks and credit reference companies to release any information necessary to establish a line of credit or to establish credit worthiness with the Lycoming County Resource Management Services. Further, I have also read, understand and agree to the current Credit Policy as well as the Rules and Regulations of the Resource Management Services department. I also understand and agree to abide by changes to the Credit Policy and Rules and Regulations that may be made from time to time and posted conspicuously on the premises of the Lycoming County Resource Management facilities. I further agree to notify LCRMS if business changes ownership or if any of the above information changes.

Authorized Signature: _____

Printed Name and Title: _____ **Date:** _____

**Lycoming County Resource Management Services
Credit and Check Policy
As of March 1, 2014**

1. Statements are sent out on a monthly basis on or about the first of the month for the preceding month's business.
2. Payment of the total amount billed must be received at LCRMS' s business office located at the Lycoming County Landfill, 447 Alexander Drive, PO Box 187, Montgomery, PA, by the 25th of the month.
3. If the total amount billed is received by LCRMS by the 10th of the month, a 0.5% early payment discount is given to those accounts which are current, and have been established as a Commercial Business Account, or as an Industrial Generator Account, on those wastes disposed directly at the Lycoming County Landfill. This discount pertains only to that portion of the bill which is assessed for disposal fees. The discount will not be allowed on amounts billed for the Act 101 portions of the transactions. No discount will be issued for less than \$5 per month.
4. For accounts established as a Certified Waste Hauler, or a Commercial Hauling Enterprise, a volume discount for Municipal Solid Waste, MSW, disposed at the Lycoming County Landfill and/or the Lycoming County Transfer Station, and for Construction/Demolition waste disposed at the Lycoming County Landfill, is given as listed below if the account is current and payment is received at LCRMS' s business office by the 10th of the month for the total amount owed. Discounts are not allowed on overdue accounts. This discount pertains only to that portion of the bill which is assessed for disposal fees. The discount will not be allowed on amounts billed for the Act 101 portions of the transactions. No discount will be issued for less than \$5 per month.

MONTHLY TONS RECEIVED OF MSW AT THE LYCOMING COUNTY LANDFILL	PERCENT DISCOUNT ALLOWED
Up to 120 tons per month	5.5%
>120 up to 190 tons per month	6.5%
>190 up to 265 tons per month	7.5%
>265 up to 340 tons per month	9%
>340 tons per month	15%

5. All accounts are subject to a 1.5% late charge fee for non-payment or payment received after the 25th of the current billing cycle. This late fee continues to be assessed monthly until payment is received in full.

6. Accounts will be placed on “Cash Only” basis if payment is not received by the last full business day of the month; (Monday through Friday) by 4:30 p.m. Eastern Standard Time.
7. Once an account becomes “Cash Only”, service termination occurs if payment in full of all amounts owed, including late fees, is not received at the business office, located at the Lycoming County Landfill, 447 Alexander Drive, PO Box 187, Montgomery, PA by the last day of the month in which the account became “Cash Only”. LCRMS facilities will not accept waste for disposal, upon service termination.
8. If legal action is required to obtain overdue payment, all costs, including late fees, reasonable attorney’s fees, and court costs, will be added to the customer’s bill.
9. The County may, in its sole discretion, offer terms for a payment plan for those accounts on “Cash Only” through a Promissory Note. The Promissory Note will require a pledge of collateral acceptable to the County, which pledge shall be determined at the sole discretion of the County, on a case-by-case basis. Account status may be reconsidered after six months of paying the account in full, pending a successful credit investigation.
10. Credit privileges may be denied if account becomes “Cash Only” three times within a twelve month period.
11. Billing discrepancies shall be reported in writing within 30 days of receipt of bill, to the Accounts Receivable Clerk, to initiate an inquiry.
12. If any check is returned from the bank for Insufficient Funds, a \$20.00 service charge per check will be added to the costs, all discounts will be forfeited, and any late fees or penalties that would have been assessed, will be added. Customer will also be required to pay cash for services until payment has been received for the NSF check amount, the service charge amount, the discounts forfeited, and any late fees or penalties that would have applied. The customer must pay the costs with CASH OR CERTIFIED CHECK at the Business Office located at the Lycoming County Landfill at 447 Alexander Drive, PO Box 187, Montgomery, PA. Failure to pay the amount in full plus costs listed herein above will result in legal proceeding, both civil and criminal. If two or more checks are returned for insufficient funds within a six-month period, checks will not be accepted and customer is required to pay with cash or certified check.
13. In the event the County takes legal action to recover an amount due for any NSF check(s), regardless of whether the account is on a “Credit” or “Cash Only” basis, the County shall be entitled to collect its reasonable attorney’s fees and costs associated with collection.

LYCOMING COUNTY RESOURCE MANAGEMENT SERVICES LANDFILL DISPOSAL FACILITY and RECYCLING FACILITY FEE SCHEDULE



2016 FEES Effective January 1, 2016

Landfill Hours: Monday - Friday 7:00 am - 4:30 pm; Saturday 7:00 am - 12:00 pm

Recycling Facility Hours: Monday – Friday 7:00 am – 3:30 pm

447 Alexander Drive, P.O. Box 187, Montgomery, PA 17752-0187

PHONE: (800) 326-9571 or (570) 547-1870 or (570) 567-2600 **FAX:** (570) 547-6534

A MINIMUM fee of \$15.00 is charged on EACH transaction*

CUSTOMER TYPE	DISPOSAL FEE	PA STATE RECYCLING FEE	HOST MUNICIPAL BENEFIT FEE	ENVIRON. STWD FUND
Individual Residents ¹	\$60.05/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton
Commercial Business Accts ¹ Industrial Generator Accts ¹ Commercial Hauling Enterprise Accts ¹	\$44.65/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton
Certified Waste Haulers ¹	\$40.80/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton

(* Certified Waste Haulers and Commercial Hauling Enterprises are exempt from the minimum fee)

EACH LOAD MUST BE TARPED; SORRY NO PERSONAL CHECKS ACCEPTED

1. Municipal Solid Waste

¹Rates listed are for MSW generated in the Counties naming Lycoming County Landfill in their solid waste plans.

2. MSW Miscellaneous Fees, Individual Residents:

Automobiles: \$15.00 (cars, station wagons) If Gross wt. is >4200 lbs, reweigh required.

Pickup Trucks: \$15.00 (1/2 Ton Pickups, Vans) If Gross wt. is >5500 lbs, reweigh required.

Full-Sized Pickups: \$15.00 (3/4 Ton Pickups and greater) If Gross wt. is >6600 lbs, reweigh required.

Trailer attached to any of the above: \$15.00 Price according to weight w/\$15 min., each load reweighed.

3. Miscellaneous Service Fees:

White Goods without Refrigerant: No Charge with certification of evacuation by authorized vendor

White Goods containing Refrigerant: \$15.00 per appliance

Cleanup Costs: Equipment rental cost and operator time plus any additional fees associated with cleanup.

4. Industrial Residuals: (See Definitions)

Rates will be established on an individual basis. A letter of notification will be sent to individual customers.

5. Asbestos: (See Definitions)

	Disposal Fee	State Recycling Fee	Host Benefit Fee	Environ. Stwd Fund
Friable and Non-Friable Asbestos	\$63.30/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton

6. Tires: **

P/LT/R Series (as listed below)	Disposal Fee	Recycling Fee	Host Benefit Fee	Environ. Stwd Fund
Tires P/LT/R Series (Whole Loads)	\$101.60/Ton	N/A	N/A	N/A
Car/Sm Truck Tires (P / LT Series)	\$3.15 each	N/A	N/A	N/A
Over-the-Road Truck Tires (R Series: 17" – 24.5")	\$5.25 each	N/A	N/A	N/A
Farm, Tractor & Heavy Equipment Tires (over 24.5")	\$523.70/Ton	N/A	N/A	N/A

**Tires must be brought to the Landfill separately from other wastes. However, if tires are found mixed in other wastes at the time of disposal, an additional fee in addition to the original charge without reduction in weight for tires, will be added according to the tire size and number of tires found. The Standard Fee listed above is for whole, pneumatic, round, clean, and dry tires, which have the integrity to roll. This includes car, truck, ATV, golf cart, racing slicks, wheelbarrow, motorcycle, bicycle and mini bike tires. Tractor and Heavy Equipment tires include tires from farming equipment, heavy equipment such as graders, backhoes, etc., and airplane tires. Tire pieces, scrap sidewalls, tubes and wheels are not acceptable for recycling purposes. Tires will not be accepted for disposal without prior approval.

7. Clean Wood Wastes: (See Definition)

	Disposal Fee	State Recycling Fee	Host Benefit Fee	Environ. Stwd Fund
Participating Counties Rate	\$19.30/Ton	N/A	N/A	N/A

Sorting Costs: If unacceptable wood or other waste products are found in loads received at the clean wood site, a \$10/hour sorting cost will be charged for the sorting of those items that are not acceptable. The unacceptable items will be weighed and charged at appropriate rates to the customer.

8. Construction/Demolition Wastes: (See Definition)

CUSTOMER TYPE	DISPOSAL FEE	PA STATE RECYCLING FEE	HOST MUNICIPAL BENEFIT FEE	ENVIRON. STWD FUND
Individual Residents ¹	\$60.05/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton
Commercial Business Accts ¹ Industrial Generator Accts ¹ Commercial Hauling Enterprise Accts ¹	\$44.65/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton
Certified Waste Haulers ¹	\$40.80/Ton	\$2/Ton	\$1/Ton	\$4.25/Ton

¹Rates listed are for MSW generated in the Counties naming Lycoming County Landfill in their solid waste plans-

9. Outbound Single-Ground Wood Material: \$8.00/Ton

This material is available for pick-up on Monday, Wednesday, and Friday from 7:00 a.m. through 2:30 p.m. on a first come / first serve basis.

10. Toll Baling: \$35/Ton

Toll baling materials must be pre-approved by the Resource Recovery manager. This service is offered only as time allows and may be declined by RMS.

DEFINITIONS:

Certified Waste Hauler - A business enterprise trading in the solid waste industry, utilizing commercial grade solid waste industry vehicles (which includes one or more of the following: Packer, Roll-off Vehicle, Truck Tractor/Combinations) in the performance of their service for at least 75% of disposal transactions on a monthly basis, are subject to the PaDEP's rules and regulations, and conform to PA Code, Title 25, Chapter 285 – Storage, Collection, and Transportation Regulations, for collection and transportation of solid waste. Certified Waste Haulers are also required to carry automobile liability insurance with a combined single limit of \$1,000,000. Hauler agrees to allow placement of a vehicle identifying sticker on each vehicle at a location easily viewable by weighmasters and chosen by RMS personnel.

Commercial Hauling Enterprise – A business enterprise, trading in the solid waste industry utilizing vehicles capable of mechanically dumping or discharging the waste from the vehicle (which includes dump trucks but excludes dumping trailers regardless of the vehicle they are attached to), in the performance of their service for at least 50% of disposal transactions on a monthly basis. These business enterprises are subject to the PaDEP's rules and regulations for collection and transportation of solid waste, and utilize LCRMS facilities at least three times per week and dispose at least 1,000 pounds, (.5 tons) of waste per transaction on average. Commercial Hauling Enterprises are also required to carry automobile liability insurance with a combined single limit of \$1,000,000. Hauler agrees to allow placement of a vehicle identifying sticker on each vehicle at a location easily viewable by weighmasters and chosen by RMS personnel.

Commercial Business Accounts - Commercial enterprises, or non-profit enterprises including municipalities, schools, hospitals, and government agencies, that do not trade for profit in the solid waste industry, do not generate or dispose of industrial residual wastes. Commercial Business Accounts are required to carry automobile liability insurance with a combined single limit of \$1,000,000 if they own vehicles that may be used in transportation for disposal at LCRMS facilities. Otherwise, must show proof of required insurance for each hauler this account utilizes for disposal transportation. If customer is hauler they agree to allow placement of a vehicle identifying sticker on each vehicle at a location easily viewable by weighmasters and chosen by RMS personnel.

Industrial Generator Accounts – A person generating and disposing approved waste through LCRMS's Form R, Waste Acceptance Plan. Industrial Generator Accounts delivering approved waste in their own vehicles are required to carry automobile liability insurance with a combined single limit of \$1,000,000 if they own vehicles that may be used in transportation for disposal at LCRMS facilities. Otherwise, must show proof of required insurance for each hauler this account utilizes for disposal transportation. If customer is hauler they agree to allow placement of a vehicle identifying sticker on each vehicle at a location easily viewable by weighmasters and chosen by RMS personnel.

Individual Accounts - Persons requesting an account who do not meet any of the above account types and/or do not qualify due to lack of insurance and/or lack of defined equipment or utilization of equipment, and who utilize LCRMS facilities at least once per week and dispose at least 700 pounds, (.35 tons), of waste per transaction on average. If customer is hauler they agree to allow placement of a vehicle identifying sticker on each vehicle at a location easily

viewable by weighmasters and chosen by RMS personnel.

Cash Customers - Persons who utilize LCRMS facilities on an infrequent basis and are not normally given an account. Customers may be given an account under this account type for approved, reasonable business related purposes.

White Goods – Appliances and other salvageable materials including, washing machines, dryers, refrigerators, freezers, air conditioners, dehumidifiers, dishwashers, hot water heaters, stoves, sheet iron, tin, and steel auto parts.

Cleanup Costs – Fees charged to customers for removal of waste dumped in improper disposal area, and for reloading and/or cleanup of wastes rejected for disposal. Fees may include personnel costs, testing fees, and any special handling fees associated with the load in question.

Asbestos – Wastes contaminated with or containing asbestos, as defined by PA DEP.

Industrial Residual Waste – Those wastes meeting the permit conditions as approved in LCRMS’s Form R section of the operating permit, and have been pre-approved for disposal at LCRMS. Wastes are subject to PA DEP regulations.

Clean Wood Waste – Acceptable clean wood includes, unpainted wood, (stained wood and wood with glue is acceptable), brush, limbs not exceeding 10” in diameter, pallets, skids, compressed wood fiber pallets, utility spools with hardware removed, plywood and waferboard. Clean wood may not contain non-wood items, any treated wood, plasterboard, creosote products, demolition waste, masonite, or painted wood.

Construction Demolition Waste - Solid waste resulting from the construction or demolition of buildings and other structures including, wood, plaster, roofing shingles, metals, asphalt substances, bricks, blocks, concrete, cardboard, styrofoam, insulation, plastic, empty buckets: (tar, paint, plaster), fire debris from structures only (excluding contents).

Holidays: The Lycoming County Resource Management Services facilities will be closed on the following listed Holidays:

New Year’s Day, Friday, (January 1, 2016)

Memorial Day, Monday, (May 30, 2016)

Independence Day, Monday, (July 4, 2016)

Labor Day, Monday, (September 5, 2016)

Thanksgiving Day, Thursday, (November 24, 2016)

Christmas Day, Monday, (December 26, 2016)

Operating Hours: Operating hours at the Landfill are: 7:00 am - 4:30 pm Monday through Friday, and 7:00 am - 12:00 noon on Saturday. Any waste delivered outside regular posted hours will be charged an additional \$1/Ton for approved, pre-arranged dumping Monday through Saturday, and \$2/Ton for approved, pre-arranged dumping on Sunday and listed Holidays. All out-of-hour, Sunday and Holiday deliveries must be pre-approved by Lycoming County Resource Management Services.

ALL RATES ARE SUBJECT TO CHANGE WITH 30 DAYS POSTED NOTICE OR AS REQUIRED BY LAW.

LYCOMING COUNTY RESOURCE MANAGEMENT SERVICES WILLIAMSPORT TRANSFER STATION FEE SCHEDULE



2016 FEES effective January 1, 2016

Hours: Monday - Friday 8:30 am - 4:00 pm; Saturday 7:00 am - 12:00 pm

Location: 1475 W Third Street, Williamsport, PA Mailing Address: P.O. Box 187, Montgomery, PA 17752
Phone: (570) 326-9745 Billing Questions: (800) 326-9571 or (570) 547-1870 FAX: (570) 547-6534

A MINIMUM fee of \$10 is charged on EACH transaction*

**(*Certified Waste Haulers and Commercial Hauling Enterprises are exempt from the Minimum fees)
EACH LOAD MUST BE TARPED; NO PERSONAL CHECKS ACCEPTED**

Municipal Solid Waste:

Cash Customers	\$73/Ton
Individual Accounts	\$57.80/Ton
Commercial Business Accounts	\$57.80/Ton
Commercial Hauling Enterprise	\$57.80/Ton
Certified Waste Haulers	\$52.80/Ton

Misc. Service Fees: (See Definitions)

White Goods without Refrigerant:	No Charge with certification of evacuation by authorized vendor
White Goods containing Refrigerant:	\$20.00 per appliance
Tires: Car and Small Truck (P & LT Series):	\$3.15 each
Tires: Truck Size (R Series: 17" to 24.5"):	\$5.25 each
Tires: Tractor & Heavy Equipment Size (>24.5"):	not accepted at this site

Bulk loads of Tires are not accepted at this facility but will be accepted at the Lycoming County Landfill.

RESTRICTIONS: The following wastes are **not** acceptable at the Transfer Station: concrete slabs larger than 12" square; poles longer than 4'; metal pipe or steel that can be recycled; loads of shingles weighing more than 7 tons; any load weighing 12 tons or greater (unless otherwise approved), any vehicle/container combination which doesn't fully fit on scales. Due to the nature and type of equipment at the Transfer Station, all incoming loads are subject to inspection by the station operator for acceptance. RMS will accept these loads at the Lycoming County Landfill.

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- Labor Day*, Monday, (September 5, 2016)
- Thanksgiving Day*, Thursday, (November 24, 2016)
- Christmas Day*, Monday, (December 26, 2016)

ALL RATES ARE SUBJECT TO CHANGE WITH 30 DAYS POSTED NOTICE OR AS REQUIRED BY LAW.

HAULER INFORMATION SHEET

Lycoming County Resource Management Services
P.O. Box 187, 447 Alexander Drive
Montgomery, PA 17752-0187
(800) 326-9571 or (570) 547-1870 Fax: (570) 547-6534

Hauler Business Name: _____

Mailing Address: _____
(Street Address) (City) (State) (Zip)

Location if different from billing address: _____

Contact Person & Title: _____

Phone #: _____ Fax #: _____ Cell #: _____ Email: _____

Type of Business Ownership: Sole Proprietor Partnership
 Local Government Corporation

Owners' Name: _____

Type of Waste Material (check all that apply):

- Municipal Residual Construction Demolition Tires Wood
 Asbestos Sewage Sludge Single Stream Recycling
 Other (list): _____

County(s) hauling from (check all that apply):

- Lycoming Columbia Montour Northumberland Snyder Union
 Clinton Other (list): _____

DEP Hauler Authorization #: WH _____ Expiration: _____

DEP Tire Authorization #: WTT _____ Expiration: _____

A copy of the DEP Hauler Authorization letter listing VIN #'s for the company, is requested to be attached to this information sheet. A listing of each vehicle and trailer used for hauling wastes to LCRMS facilities is required. Please complete the attached form(s).

Please attach a certificate of insurance listing LCRMS as a certificate holder showing your automobile liability coverage.

I certify that the information submitted is true and correct. I agree to notify LCRMS if a vehicle is sold or placed out of service so information regarding the vehicle may be removed from active files; information to include RMS identification number, VIN #, and PADEP Authorization #.

Authorized Signature: _____

Printed Name and Title: _____ Date: _____

Lycoming County Resource Management Services

Hauler Information Sheet, continued

For each of the vehicles listed below, please use the following listing to identify the type of vehicle:

Barrel Packer, Front-Load Packer, Rear Load Packer, Side Load Packer

Mini Rolloff Vehicle, Standard Rolloff Vehicle, Recycling Truck

T-Tag, Dump Truck: Single-Axles/Double-Axle/Tri-Axle

Pickup, Pickup with Trailer, Stake Body, Van

Truck Tractor

DEP Authorization No: WH

DEP Tire Authorization No: WTT

TRUCKS:

	VIN NUMBER	PLATE #	REG. GVW	YEAR, MAKE, MODEL	TYPE OF VEHICLE (from listing above)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					

(If additional trucks, please copy as many sheets as needed.)

Lycoming County Resource Management Services

Hauler Information Sheet, continued

TRAILERS:

Please list any trailers with a Registered Gross Vehicle Weight greater than 10,000 pounds.

(Roll-off Containers do not need to be listed below.)

	VIN NUMBER	PLATE #	REG. GVW	YEAR, MAKE & MODEL	DESCRIPTION
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					

(If additional trailers, please copy as many sheets as needed.)