

SOLID WASTE DISPOSAL CREDIT APPLICATION

The County Sanitation Districts of Los Angeles County own and operate 6 solid waste disposal facilities located within Los Angeles County (see enclosed map for locations). The enclosed credit application packet must be completed in order to establish a credit account with Sanitation Districts for the purpose of solid waste disposal.

The application will be processed upon the receipt of all of the following originals! ***Copies will not be accepted.*** *If any of the items below are not returned or in any part incomplete, the entire packet will be returned to the applicant unprocessed. For your convenience, a checklist has been included in this packet.*

1. A completed, notarized **Solid Waste Disposal Credit Application**, signed and dated by the owner, if a sole-proprietorship; a general partner, if a partnership; a member, if limited liability company; or in accordance with California Corporations Code § 313, two (2) corporate officers, if applicant is a corporation.
2. A **Continuing Guaranty of Collection** signed and dated by owner, if applicant is a sole-proprietorship; a general partner, if applicant is a partnership; a member, if applicant is a limited liability company; or a representative of a corporation, if applicant is a corporation. Please note the **Continuing Guaranty of Collection** must be signed by the same owner/partner/officer as the Credit Application, and must be notarized. A **Continuing Guaranty of Collection** may be foregone by depositing an acceptable form of security for an amount equal to three times the applicant's estimated account balance.
3. An acceptable form of security for an amount greater than or equal to the applicant's estimated monthly balance. See included schedule of security deposit to calculate the required security deposit, which shall be no less than \$2,500.00. The applicant is obligated to maintain an acceptable form of security deposit for the life of the charge account. The security deposit may be in form of:
 - a. Cash
 - b. Cashier or certified check payable to County Sanitation Districts of Los Angeles County
 - c. An account established at a federally insured financial institution assigned to the County Sanitation Districts of Los Angeles County (using the assignment form included in this packet)
 - d. An irrevocable letter of credit
 - e. Surety bond from an admitted surety authorized to transact business in the State of California as defined under California Insurance Code §105 (using the surety bond form included in this packet).
4. **Credit Inquiry Authorization** must be completed and signed by an owner or partner/member/officer of the company. **Please note the Credit Inquiry Authorization must be signed by the same owner/partner/member/officer as the Credit Application and Continuing Guaranty.**

Account Terms

Once the account is established, it may be monitored to ensure that the unpaid charges (current and past due; billed and unbilled) do not exceed the security deposit. If your charges billed and unbilled exceed your security deposit, you may be subject to an increase of deposit and/or your account privileges may be suspended. The Sanitation Districts are under no obligation to notify account holders of suspension of credit privileges for any reason.

Solid waste disposal account privileges are extended as a convenience to users, the enjoyment of which is subject to prompt payments of monthly bills. The payment terms are as follows:

- 1 Monthly balances are due upon receipt of statement.
2. Accounts with a 30-day balance are past due and may have their credit privileges suspended if payment is not received by the 15th of the month.
3. A 10% service charge will be assessed on all accounts with 60-day balances. Accounts with 60-day balances may have their credit privileges suspended and security deposit redeemed to pay charges on their account. Any remaining balance will be due immediately, and, if not paid, collected through a collection agency or legal action. Costs incurred by the Sanitation Districts to collect an account, including attorney's fees, costs, expenses, and court fees will be paid by the applicant.
4. Interest will be assessed monthly at a rate of 0.5% per month on balances starting at 90 days, inclusive of service charges. Costs incurred by the Sanitation Districts to collect an account, including attorney's fees, costs, expenses, and court fees will be paid by the applicant.

Disposal Facility Access

Solid waste disposal account identification cards are provided free of charge for each of the applicants vehicles. Account holders are responsible for the safekeeping of identification cards and for all disposal charges incurred on identification cards. Therefore, it is imperative to report any lost or stolen cards immediately for cancellation.

Applicants may also access disposal facilities on a charge basis by utilizing the Districts' Hauler Disposal Authorization Program (HDAP). The HDAP is a secure internet-based system that will allow haulers to authorize loads over the Internet using a password-protected account. The system will generate a unique certificate of authorization number that is only valid on the date and disposal location specified. Haulers are required to present the unique certificate code at the scale house at the time of disposal. The registration for the HDAP system is included in this packet and a signed copy must be returned in order to obtain a username and password for the system.

The Sanitation District reserves the right to cancel or modify the terms and conditions of any account privileges except with respect to any incurred charges.

Please return the completed forms to:

County Sanitation Districts of Los Angeles County
P.O. Box 4998
Whittier, CA 90607-4998
Attn: Maria Orta, Customer Service Coordinator

Should you have any questions, feel free to call the Sanitation Districts' Customer Service Coordinator, Maria Orta, at (562) 699-7411, extension 1119.

CHECK LIST

The following is a list for your convenience of all the documents that must be returned to the Sanitation Districts in order to process your application:

- 1. Notarized Solid Waste Disposal Credit Application**
- 2. Notarized Continuing Guaranty of Collection**
- 3. Security Deposit**
- 4. Credit Inquiry Authorization**

NOTICE TO ALL SOLID WASTE DISPOSAL CHARGE CUSTOMERS

TERMS OF PAYMENT

Solid waste disposal charge accounts may be monitored to ensure that the unpaid charges (current and past due; billed and unbilled) do not exceed the security deposit. If your charges billed and unbilled exceed your security deposit, you may be subject to an increase of deposit and/or your account privileges may be suspended. The Sanitation Districts are under no obligation to notify account holders of suspension of credit privileges for any reason.

The policies regarding payment on solid waste disposal credit accounts and on delinquent credit accounts areas follows:

1. Monthly balances are due upon receipt of statement.
2. Accounts with a 30-day balance are past due and may have their credit privileges suspended if payment is not received by the 15th of the month.
3. A 10% service charge will be assessed on all accounts with 60-day balances. Accounts with 60-day balances may have their credit privileges suspended and security deposit redeemed to pay charges on their account. Any remaining balance will be due immediately, and, if not paid, collected through a collection agency or legal action. Costs incurred by the Sanitation Districts to collect an account, including attorney's fees, costs, expenses, and court fees will be paid by the applicant.
4. Interest will be assessed monthly at a rate of **0.5% per month** on balances starting at 90 days, inclusive of service charges. Costs incurred by the Sanitation Districts to collect an account, including attorney's fees, costs, expenses, and court fees will be paid by the applicant.

**SCHEDULE OF SECURITY DEPOSIT
REQUIRED FOR CREDIT ACCOUNTS**

The required security deposit must be equal to one (1) month’s anticipated usage of the Sanitation District facilities, with a minimum acceptable deposit of \$2,500.00.

A schedule of rates for all the Sanitation District’s solid waste disposal facilities has been included in this packet. In order to accurately estimate the minimum amount of security deposit, multiply the estimated tons disposed per month by the current effective cost per ton for your material type (solid waste, hard to handle, greenwaste, etc.) at the disposal site you intend to utilize.

For example, if you intend to utilize the Puente Hills Material Recovery Facility for disposal of municipal solid waste, the current effective rate is \$49.25. If your monthly estimated tons disposed for one month is 100 tons, the minimum amount of security deposit required would be \$4,925.00 (100 tons X \$49.25).

The table below is intended to be a guide to assist you in calculating the minimum amount of security deposit required.

Disposal Site	Rate Per Ton	Estimated Tons Disposed per Month			
		75 Tons	100 Tons	250 Tons	400 Tons
		Minimum Security Deposit Required			
Puente Hills Materials Recovery Facility	\$49.25	\$3,693.75	\$4,925.00	\$12,312.50	\$19,700.00
South Gate Transfer Station	\$53.91	\$4,043.25	\$5,391.00	\$13,477.50	\$21,564.00
Downey Area Recycling & Transfer Facility	\$53.64	\$4,023.00	\$5,364.00	\$13,410.00	\$21,456.00
Calabasas Landfill	\$43.32	\$3,249.00	\$4,332.00	\$10,830.00	\$17,328.00
Scholl Canyon Landfill	\$49.18	\$3,688.50	\$4,918.00	\$12,295.00	\$19,672.00
Commerce Refuse-to-Energy Facility	\$57.00	\$4,275.00	\$5,700.00	\$14,250.00	\$22,800.00

It is the applicant’s obligation to maintain an acceptable form of security at all times. Please note that if the applicant has elected to waive the **Continuing Guaranty of Collection**, the applicant must submit a security deposit amount equal to three times the estimated monthly tonnage.