



Benton County Solid Waste District  
 5702 Brookside Road  
 Bentonville, AR 72713  
 Phone: (479) 795-0751

**Year 2024**

## TYPE I - SOLID WASTE HAULER LICENSING APPLICATION

**PLEASE THOROUGHLY COMPLETE ALL SECTIONS OF THE APPLICATION!**

Incomplete applications will not be processed until all requirements are met.  
 This may cause an unnecessary delay in the issuance of a hauler license and may result in late fees and other penalties.

Licenses are issued in accordance with State laws and rules as well as the Rules of the Benton County Regional Solid Waste Management District as adopted by the District Board and approved by the Arkansas Legislative Council. References to the District Rules throughout the application will refer to the current Rules of the Benton County Regional Solid Waste Management District 5.01.

You are responsible for knowing and complying with the **RULES OF THE BENTON COUNTY REGIONAL SOLID WASTE MANAGEMENT DISTRICT 5.01.**

### BUSINESS INFORMATION

Legal Business Name:			
DBA (as appears on trucks, carts or containers)			
Mailing Address:			
Vehicle Storage/Shop/Facility Address (if different):			
Contact Name:		Contact Email:	
Phone # to be given out to public		Contact Mobile Phone #	(We will not distribute)

**OWNERS / OFFICERS** - Please provide a list of all principal owners and list all officers of the business. (Attach a separate sheet if necessary)

Name	Title/Position

**DRIVER INFORMATION** - All persons driving collection and/or transportation vehicles must hold the appropriate driver's licenses as required by state law. Please list all drivers that you expect to provide hauling services within Benton County. (Attach a separate sheet if necessary)

Name Shown on D.L.	Driver's License #	State	Expiration Date



## SERVICES PROVIDED – VOLUNTARY ACCOUNTS

Haulers may provide service in any zone they wish. However, according to District Rule Subsection 13.08(I), you must be willing to provide service to **any customer requesting service** within a zone in order to provide service to ANYONE within that zone. You should only select zones where you are willing and able to provide service to every customer who may request your service. District Rule allows an exception ONLY for good cause which may be a history of failing to pay bills or another dispute between the customer and hauler. The location of the customer will not be considered good cause.

**Services Provided in Each Zone.** Please **place a check mark** in the field for each service that you will provide within each zone. Please mark ONLY if you agree to serve the entire zone. This information will be made available to citizens in the District. **REFER TO THE ZONE MAP** at [www.bentoncountycycles.org/waste-haulers](http://www.bentoncountycycles.org/waste-haulers)

Zone	Recurring Residential Service (PAYT required, Pg. 5)				Recurring Business or Industrial		Temporary Containers		Special Hauls	
	Residential Bags	Residential Carts	Residential Dumpsters	Curbside Recycling	Commercial Carts	Commercial Dumpster/ Rolloff Containers	Containers Up to 20 CY Capacity	Containers Over 20 CY Capacity	Large Item Pickup	Onsite Cleanups
A										
B										
C										
D										
E										
F										
G										
H										
I										
J										

**Customer Count:** Please indicate the # of customers in Benton County for which you provided each category of service as of December 1 of the licensing year immediately preceding the licensing year.

Customer Count:										
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Inside City Limits	Will you provide temporary container service inside any city limits? Yes <input type="checkbox"/> No <input type="checkbox"/> Hauler is responsible for contacting the city(s) directly to determine whether additional requirements and city fees apply.									
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# MUNICIPAL CONTRACTS

Please provide the following information for each municipal contract that you will service for any portion of licensing year. Please indicate N/A if that service is not included in the contract.

City	Contract Expiration Date	CURBSIDE GARBAGE			CURBSIDE RECYCLING			BULKY ITEM PICKUP			CURBSIDE YARD WASTE		
		Monthly Base Charge	Container Size	Frequency	Monthly Charge	Container Size	Frequency	Monthly Charge	# of Items	Frequency	Monthly Charge	Container Size	Frequency

## PAY AS YOU THROW (PAYT) PROGRAM

District Rule Subsection §13.08 requires that all residential waste haulers utilize a Pay-As-You-Throw or variable-rate pricing structure whereby residents are charged for the collection of waste based on the amount they throw away with incrementally increased cost for excess waste.

**Attach a copy of all applicable PAYT residential pricing structures for each service zone and municipality you service. (Example: 1 – 3 Bags \$15.00, 4 – 6 Bags \$ 25.00**

## DISPOSAL LOCATION

District Rule Subsection §13.08 (e) requires that all Solid Waste collected must be transported only to a Solid Waste Facility that holds all permits and licenses required by appropriate Federal, State, Local, and District laws, rules, and rules. Recyclable materials may be delivered to either a Solid Waste Facility or a Recyclable Materials Collection Center.

In addition, prior to changing the receiving facility for any solid waste from the facility indicated in the licensing application, the Solid Waste Hauler must provide written notification to the District of their intent to change facilities and include the name and location of the proposed new facility. Once District staff has received and acknowledged notification, the Hauler may begin delivering waste to the new facility.

**Please list all disposal and recycling facilities that you will potentially use for licensing year.**

Facility Name	Location City and State	Average Tons/Month (based on last 12 months)

## FINANCIAL RESPONSIBILITY

District Rule §13.03 Financial Responsibility requires that any hauler applying for a license must establish financial responsibility to the Board by providing proof of liability insurance, issued in the name of the hauling company, and includes the business location address, vehicles covered by the policy and the limits of coverage which meet or exceed the State of Arkansas minimum requirements. Proof of insurance must be sent by fax or mail directly from the insurer to the District.

**PROOF OF INSURANCE MUST COME DIRECTLY FROM YOUR AGENT TO THE DISTRICT!** Your insurance agent can submit the required documentation by email to [haulers@bentoncountyclecyles.org](mailto:haulers@bentoncountyclecyles.org). Or by mail to BCSWD, 5702 Brookside Rd, Bentonville AR 72713.

Failure to request that your agent provide the proof prior to the deadline will cause a delay in issuance of your license and may cause you to incur late fees.

## VIOLATIONS

Pursuant to District Rule 5.01, Section 13.01, **list and explain all violations** of Federal, State, Local, or District laws or rules regarding the collection, transportation or disposal of solid waste, within the preceding twelve (12) months, such as but not limited to: Administrative enforcement actions resulting in the imposition of sanctions; Permit or license revocations or denials issued by any authority; Actions that have resulted in a finding or a settlement of a violation; Pending actions; etc.

(Attach a separate sheet, if necessary)

**Attach proof of correction of the violations listed above.**

**CERTIFICATION**

The undersigned hereby certifies that they have fully and accurately completed this application and that all statements herein are true. Further, the undersigned hereby certifies that they are responsible for reading and understanding the Benton County Regional Solid Waste Management District Rules and the Arkansas Solid Waste Management Code (PC&E Regulation 22) pertaining to the collection and transportation of solid wastes within Benton County and that they agree to abide by all applicable Federal, State and Local laws and other regulations.

The undersigned hereby agrees that Benton County Regional Solid Waste Management District may, at their discretion, verify all tonnages reported to have been collected through use of any or all of the following methods: audit of undersigned’s accounts by District staff and/or an independent auditor and/or collection of disposal data from waste disposal facilities utilized by the undersigned. The undersigned hereby authorizes any waste disposal facility to release data indicating the amount of waste disposed at said facility.

(Optional) I elect to receive all future licensing renewal applications electronically and agree to opt out of receiving them by mail.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**LICENSING FEE**

**The full year fees** are as follows:

- (a) A minimum fee of \$100.00 is required and will license up to two (2) vehicles.
- (b) An additional fee of \$50.00 per vehicle per year will be assessed for the third and all subsequent vehicles up to a maximum fee of \$1,000.00 annually.

# of Trucks	Fee
1 or 2	\$100.00
3	\$150.00
4	\$200.00
5	\$250.00
6	\$300.00
7	\$350.00
8	\$400.00
9	\$450.00
10	\$500.00

11	\$550.00
12	\$600.00
13	\$650.00
14	\$700.00
15	\$750.00
16	\$800.00
17	\$850.00
18	\$900.00
19	\$950.00
20 or More	\$1,000.00

<b>Total number of vehicles to be licensed</b>	
<b>License fee due (from chart above)</b>	
<b>Late fee, if any (25% of license fee if submitted 1/1 to 3/1; 50% if 3/2 to 3/31; 100% after 3/31)</b>	
<b>Total Due</b>	

Please remit this amount with your completed application to: **Benton County Solid Waste District**

## **REGISTRATION STICKERS**

A Waste Hauler License Registration Sticker will be issued by the District for up to nineteen (19) licensed vehicles. Haulers with 20 or more licensed vehicles will receive a Licensed Fleet certificate indicating that the entire fleet of vehicles used by the hauler is licensed in Benton County.

Except for Licensed Fleet Vehicles, all vehicles hauling solid waste within the District must display the license sticker near the driver's side of the windshield.

Licenses are non-transferable and Annual Fees are non-refundable. If a licensed hauler replaces a registered vehicle, the hauler must immediately notify the District and the vehicle information be provided for both vehicles. A new registration sticker is required for the new vehicle. If the hauler removes the registration sticker from the replaced vehicle and submits it to the District, a sticker will be issued at one half the original cost for the new vehicle. If the sticker from the replaced vehicle is not provided, the hauler will pay full price as an added vehicle.

## **LICENSING CHECKLIST**

**(Please be sure you have included all required paperwork!)**

- Completed Licensing Application
- Proof of Insurance submitted by insurance agent-Email: [haulers@bentoncountyclecycling.org](mailto:haulers@bentoncountyclecycling.org) or mail to the District office
- Copy of Rate Schedule indicating Pay-As-You-Throw pricing structure
- Check or Money Order for appropriate licensing fee and any applicable late fees
- Other attachments as needed (such as additional pages for list of owners, drivers, vehicles, violations, etc.)

## **QUARTERLY REPORTS**

Pursuant to District Rule Subchapter 27, EVERY waste hauler operating in Benton County must submit a report each quarter reporting the volume of waste collected in Benton County on a form prescribed by the District. Solid Waste Fees owed to the District must be submitted along with the report. You may obtain the current version of the form through the District's website at [www.bentoncountyclecycling.org/waste-haulers](http://www.bentoncountyclecycling.org/waste-haulers). These reports and fees are due as follows.

<b>Calendar Quarter</b>	<b>Due ON or before</b>
1 <sup>st</sup> Quarter	April 15th
2 <sup>nd</sup> Quarter	July 15th
3 <sup>rd</sup> Quarter	October 15 <sup>th</sup>
4 <sup>th</sup> Quarter	January 15th

**There is NO grace period for the due date of these reports.** If the due date falls on a weekend or holiday, the deadline does not change. You may email reports to [haulers@bentoncountyclecycling.org](mailto:haulers@bentoncountyclecycling.org) to ensure that the report is not late. If solid waste fees are also owed, you must have payment submitted to the District by the due date above. We can accept credit card payments over the phone to expedite payment (processing fees apply). Reports and fees which have confirmed shipping records or are postmarked on or before the due date are considered to be received on time.

Late fees apply to all late reports and late payment of fees. Additional fees accrue daily for each day late.