



**SOLID WASTE DEPARTMENT**

5887 S. Taft Hill Rd.  
Fort Collins, CO 80526  
(970) 498-5760  
Fax: (970) 498-5780  
[solidwasteadmin@larimer.org](mailto:solidwasteadmin@larimer.org)

**APPLICATION FOR CHARGE PRIVILEGES**

**LARIMER COUNTY LANDFILL**

*(Does not include Transfer Stations)*

COMPANY: \_\_\_\_\_ DATE INCORPORATED: \_\_\_\_\_

PRESIDENT/OWNER: \_\_\_\_\_ VP/PARTNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

TYPE I ACCOUNT:    \$100 Deposit                      \$500 Credit Limit  
TYPE II ACCOUNT:    \$500 Deposit                      Credit Limit Requested: \_\_\_\_\_

Number of Landfill Charge Cards Requested: \_\_\_\_\_

**YOU MUST PROVIDE NO LESS THAN THREE PROFESSIONAL CREDIT REFERENCES:**

1. \_\_\_\_\_  
Name    Company

\_\_\_\_\_

Email    Phone

2. \_\_\_\_\_  
Name    Company

\_\_\_\_\_

Email    Phone

3. \_\_\_\_\_  
Name    Company

\_\_\_\_\_

Email    Phone

## AGREEMENT

1. **DEPOSIT-** A deposit is required for all Landfill accounts. The amount, minus any outstanding charges, will be refunded when the account is closed.
2. **CARDS-** Charge account customers will be responsible for all charges made on their account. Card **MUST** be presented for charge to account. Lost cards should be reported promptly. Customers will not be held responsible for any charges on a reported lost card. The customer will be charged \$5.00 to replace each lost card.
3. **RECEIPTS-** Charges will be logged and customer will receive a detailed charge receipt. When each load is brought in, the driver signs and receives a copy of the charge receipt. Bookkeepers can reconcile the receipts to the itemized statement they receive at month's end. **PLEASE EXPLAIN TO YOUR DRIVERS THE IMPORTANCE OF RETURNING THE CHARGE RECEIPT TO YOU.** If the office has to supply a copy of a receipt, there is a \$2 charge per copy.
4. **CREDIT LIMITATIONS-** If you reach your credit limit, you will not be allowed to charge to your account until payment has been received.
5. **PAYMENTS-** Payment towards your account can be made at any time. Checks can be mailed to our address, brought directly to the Landfill Business Office, or handed to the gate attendant when you visit the landfill during business hours. Payments may also be made online through our website, [www.larimer.org/solidwaste](http://www.larimer.org/solidwaste).
6. **INVOICING-** Electronic Billing form is attached. Please return to our office with your Charge Account Application. Customer will be invoiced monthly for the Balance Due; billing date is on or about the last working day of each month.
7. **TERMS-** Terms are net 30 days. Payment of Balance Due must be received by the last day of the month following the accrual of charges. Accounts not paid in full during this time period will be subject to interest charges of 1.5% per month (18% APR).  
If the account becomes 90 days past due, a Certified Letter of Notice will be sent to the account holder. The account will be suspended if the past due amount is not paid within 5 business days of receipt of the letter. The account will be closed if the past due amount is not received within 10 working days of receipt of the letter. If payment is not made within 120 days, the account will be turned over to a collection agency. The account holder will not be allowed to use the Larimer County Landfill under any circumstances. They may not pay by cash or check. The account will not be re-opened in the future.

If the terms of this agreement are met, charging privileges may be reinstated with full payment of the account balance and establishment of a larger deposit (Type 1 - \$400 deposit and Type 2 - \$1000 deposit). Three suspensions will result in cancellation of charge privileges for a period of 24 months. Customer agrees to pay Larimer County's costs and attorney fees in the event of suit concerning any default by customer hereunder. Larimer County may terminate all privileges hereunder upon ten days written notice to Customer at above address.

If this application for a Larimer County Solid Waste charge account is accepted and charge cards are issued, the undersigned will be deemed to be in agreement with the terms and conditions of this agreement. The applicant, by signing this agreement, certifies the information given herein to be true and correct and agrees to pay all charges on such accounts when due.

Larimer County is authorized to verify the credit history of the company or individual represented below.

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_



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**Electronic Billing APPLICATION**

**Larimer County Landfill**

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

Landfill Account number: (LEAVE BLANK IF UNKNOWN) \_\_\_\_\_

Email for billing: \_\_\_\_\_

Phone number: \_\_\_\_\_

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

\_\_\_\_\_

Names authorized to receive account information: \_\_\_\_\_

\_\_\_\_\_

Signature of authorized account holder: \_\_\_\_\_

Please return completed form to:

[solidwasteadmin@larimer.org](mailto:solidwasteadmin@larimer.org)

Or

**Fax: 970-498-5780**

Or mail:

**Attn: Billing staff**

**Larimer County Solid Waste**

**5887 S Taft Hill Rd**

**Fort Collins CO 80526**

## The Solid Waste Department offers Charge Accounts to high volume users of the Larimer County Landfill.

### Some of the advantages to charging are:

- ◆ There are three types of accounts-one with a \$500 credit limit, one with a negotiable credit limit suited to the customer's needs, and one for non-profit agencies. To open a charge account, read and sign the application and return it with your deposit check. If approved, you will receive your charge cards within ten working days after we receive your application.
- ◆ When each load is brought in, the driver signs and receives a copy of the charge receipt. Bookkeepers can reconcile the receipts to the itemized statement they receive at month's end. PLEASE EXPLAIN TO YOUR DRIVERS THE IMPORTANCE OF RETURNING THE CHARGE RECEIPT TO YOU. If the office has to supply a copy of a receipt, there is a \$2 charge per copy.
- ◆ Charge accounts and payment can be handled entirely by mail-you need never come into the office.
- ◆ You can write one check per month for loads hauled-not load by load.
- ◆ You receive an itemized statement of the month's activity.
- ◆ Drivers need not carry cash, just your company Landfill Charge Card.

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### ANSWERS TO SOME COMMON QUESTIONS

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#### Q. Do I have to have my card with me to charge?

A. Yes. For security reasons, speed and accuracy, we use bar codes to enter your account number.

#### Q. Do I get my deposit back?

A. Yes, when the account is closed your deposit, minus any outstanding charges, will be refunded to you.

#### Q. Which type of account do I need?

A.	Type I	\$100 deposit	\$500 monthly credit limit
	Type II	\$500 deposit	negotiable monthly credit limit

#### Q. How many cards do I get?

A. You can request as many cards as you like. We recommend one for each vehicle.

#### Q. What happens if I lose my card?

A. Call our office immediately at 970-498-5760. You are responsible for all charges made on your card until you report it lost. You will be charged \$5.00 for each card replaced.

#### Q. How do I close my account?

A. You must notify our office in writing to close your account. You MUST destroy your cards when you close your account.

**For 24-hour information on rates, hours, closures, etc. call 970-498-5770.**

If you have any other questions, please call the business office at 970-498-5760 or email [solidwasteadmin@co.larimer.co.us](mailto:solidwasteadmin@co.larimer.co.us)