



City of Escondido  
Recycling & Waste Reduction  
475 N. Spruce St.  
Escondido, CA 92025  
afernandez@escondido.org

## SELF-HAUL REQUEST FORM

This form is to certify that the business/property listed does not have recycling and/or organics collection service provided by EDI and has instead arranged for collection services by self-hauling or back-hauling.

### SELF-HAUL REQUIREMENTS

Per the Escondido Municipal Code (Sec. 14-5.9 – Self-Hauler Requirements). A full copy of the Escondido Municipal Code is available on the City website: [www.escondido.org/escondido-municipal-code](http://www.escondido.org/escondido-municipal-code).

Commercial businesses (including multifamily residential dwellings) that wish to self-haul, shall source separate all recyclable materials and organic waste (materials the City otherwise requires generators to separate for collection) to ensure that waste is kept out of landfills. Self-haulers shall haul source separated recyclable materials to a facility that recovers those materials; and shall haul source separated green container organic waste to a solid waste facility, operation, activity or property that processes or recovers source separated organic waste. Alternatively, self-haulers may haul organic waste to a high diversion organic waste processing facility.

Contracting with a landscaper for the collection of yard waste is permitted when the waste collection is directly related to the landscaping service. The landscaper may haul only yard trimmings under this self-haul structure. Landscapers must haul materials to a facility that complies with EMC §14-5.9.

Businesses approved to self-haul (including multifamily residential dwellings), must keep a record of the amount of organic materials hauled to each composting facility or high diversion organic waste diversion facility. This record is subject to inspection by the City and shall including the following:

1. Delivery receipts and weight tickets from the entity accepting the recycling or organic waste.
2. The amount of material in cubic yards or tons transported by the generator to each entity.
3. If the material is transported to an entity that does not have scales on site, or employs scales incapable of weighing self-hauler vehicle in a manner that allows it to determine the weight of materials received, the self-hauler is not required to record the weight of the material, but shall keep record of the entities that received the organic waste.
4. Complete Quarterly Weight Ticket Report, documenting the amount of material transported by the generator to each facility/entity (attached). Reports are due the following dates for the proceeding three-month period: January 5 (October – December), April 5 (January – March), July 5 (April – June), October 5 (July – September).

Self-haulers are subject to periodic site inspections to ensure applicants are adhering to rules in Escondido Municipal Code pertaining to stockpiling of trash and/or nuisance.

Self-haul approvals expire one year after the application has been approved. It is the responsibility of the applicant to annually renew the self-haul application with the City. Renewal is dependent on applicant being able to document proper disposal of recyclable and/or organic materials.

**PLEASE NOTE: Utilizing a container or bin from another company is a violation of the City franchise agreement with EDI and may be subject to immediate revocation of self-haul status.**

APPLICANT INFORMATION	
Service Address for application:	
Mailing address (if different from above):	
Type of Property (check one):	<input type="checkbox"/> Commerical <span style="float: right;">Number of Employees _____</span> <input type="checkbox"/> Multifamily (5+ dwelling units) <span style="float: right;">Number of units _____</span>
Type of Business:	Company Name (if applicable):
Applicant Name:	Applicant Title (Owner, Operator, etc.):
Escondido Business License Number:	
Email Address	Phone Number:

CHECK ALL THAT APPLY. THIS PROPERTY IS REQUESTING TO SELF-HAUL THESE COVERED MATERIALS:
<input type="checkbox"/> Comingled Recyclables (glass, plastics, metals, paper & cardboard)
<input type="checkbox"/> Organic Waste (landscape trimmings, food waste & food-soiled paper)

CHECK THE APPROPRIATE BOX. COVERED MATERIALS AT THIS ADDRESS ARE:
<input type="checkbox"/> Self-hauled: The materials are collected and transported by the owner/employee of the business/property to a recycling facility. <b>Receipts/weight ticket copies of all transactions must be submitted with the Quarterly Weight Ticket Report.</b>
<input type="checkbox"/> Back-Hauled: The materials are collected and transported by the owner/employee of the business/property to a central or corporate location owned and operated by the business employees, vehicles and equipment. The business then recycles or composts the materials. <b>Receipts/weight ticket copies of all transactions must be submitted with the Quarterly Weight Ticket Report.</b>

LANDSCAPING MAINTENANCE CONTRACTOR INFORMATION
Company Name:
Contact Name: <span style="float: right;">Escondido Business License Number:</span>
Phone Number: <span style="float: right;">Email Address:</span>

**APPLICATION CERTIFICATION**

- To be considered for self-haul or back-haul, the applicant agrees to the following:
- Applicant attests that they are authorized to sign this form and acknowledge that the City of Escondido waste division requirements under Chapter 14 of the Municipal Code are being met for all waste generated at the listed property.
  - Applicant agrees to comply with self-haul requirements and that all organic waste and recyclable materials will be taken to composting and/or high diversion organic waste facilities for processing.
  - Applicant certifies that all self-hauling and back-hauling shall be performed in accordance with any and all applicable State and local laws and regulations.
  - Applicant understands that self-haul approval is good for one year from when application is approved and/or upon the property changing ownership, at which time the property will need to submit a new self-haul request.
  - Applicant acknowledges that the City and/or EDI conduct inspections of the site to ensure that waste diversion is still occurring properly. Applicant understands that failure to adhere to self-haul requirements will result in revocation and EDI will reinstate services and deliver recycling and/or organic waste containers to the property.

I certify under penalty of perjury under the laws of the State of California that the information provided in and with this form pertains to garbage, recyclable materials and organic materials collection within the City of Escondido, that I have reviewed the accuracy of the information, and that the information is true and correct to the best of my knowledge and belief.

Applicant Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

CITY USE ONLY	
<b>APPROVAL (IF CHECKED, APPROVED)</b>	
Self-Hauled <input type="checkbox"/> <span style="margin-left: 50px;">Back-Hauled <input type="checkbox"/></span>	Date Issued: <span style="float: right;">Expiration Date:</span>
<b>DENIAL</b>	
<input type="checkbox"/> Application denied for the following reason(s):	
Reviewer Name:	
Reviewer Signature:	Date:

Company Name:	Service Address:
Escondido Business License Number:	Phone Number:
Email Address:	

**INSTRUCTIONS**

Complete this form and submit with supporting weight tickets. Report information must be consistent with the original weight tickets. Reports are due every 3 months from the date this application is approved. Submit reports via email to [lhurst@escondido.org](mailto:lhurst@escondido.org) including scanned copies of weight tickets. Original weight tickets may be requested if scanned documents are illegible.

Month: \_\_\_\_\_ Year: \_\_\_\_\_

Date	Ticket #	Recycling Center/Materials Recovery Facility(MRF)/Organic Waste Facility Location	Organic Materials Weight (Cubic Yds. or Tons)	Recyclables Weight (Cubic Yds. or Tons)	Total Weight (Cubic Yds. Or Tons)

Month: \_\_\_\_\_ Year: \_\_\_\_\_

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Applicant Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_