

New Landfill Application Process

- 1. Customer must complete the application form completely and return it to the receptionist along with the \$20.00 non-refundable application fee. Code 418- 315 (Fee to be receipted by cashiers) Customer should be advised before receiving an application that a deposit may be required and that there will be an initial credit limit.**
- 2. A credit check will be completed on the applicant/business. (Connie W, Anita and Allison will have access to run credit checks) Credit check will determine if a deposit is required.**
- 3. Upon approval customer will be contacted by person processing application. Customer must pay deposit, if applicable, plus \$25.00 permit fee. Cashiers will receipt funds. (Please list the name on the permit in the name line of each receipt) \$25.00 Fee to 418-310 \$375.00 Deposit to 418- 21910**
- 4. Approved applications will be returned to the receptionist. Customers will see receptionist to obtain paperwork regarding deposit and/or permit fees. Upon payment of deposit and permit fee the receptionist will set-up the account and print the permit. (Credit Limit and Deposit amount must be recorded during the set-up)**
- 5. Deposits will also be recorded on a spread sheet and will be refunded at account closure toward the final balance due on the account. (Receptionist will notify Allison by e-mail when a deposit has been paid) Deposits may be refunded, upon request, at the end of a twelve months period with a history of no late payments or will be refunded upon termination of account. (Allison will start spread sheet and monitor as late fees are applied. Spread sheet will be on a shared drive that can be view as necessary)**
- 6. New permits will be set up on calendar to check payment history at 6 months for purpose of increasing credit limits. This will be done when late fees or statements are generated each month. Credit limits will be increased in increments of \$500.00with acceptable payment history. When an account is terminated Connie or Allison must be contacted to ensure deposit (if any) is properly applied.**

**PERMIT CREDIT APPLICATION
FOR
ALCOA-MARYVILLE-BLOUNT COUNTY LANDFILL**

Permit Number _____ Date _____ Exp. Date: June 30, 2020
Business Type: Individual _____ Sole Proprietorship _____ Partnership _____ Corporation _____
Individual / Business Name: _____
Business Location: _____
City: _____ State: _____ Zip Code: _____
Business Phone: _____ Fax #: _____ Date Business Began: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
E-mail Address: _____
Corporate Official _____ Title _____
Owner's Social Security Number: _____ or Corporation Tax Id# _____
Owner's Driver's License Number: _____ or Corporation Applicant Id / Type _____
Owner's Phone Number: _____ Corporate Phone # _____
Blount County Business License Number: _____

**** The customer understands that statements must be paid and received by the 25th of the billing month. Failure to do so will result in a 1% late penalty of the total balance. At this time the current balance, late penalty and any outstanding charges will be due before services are restored to the customer's account.**

***** In the event it becomes necessary to use a Collection Agency for the purpose of collecting any unpaid balance, I agree to be responsible for all attorney fees and/or collection fees.**

The City of Alcoa reserves the right to reject the waste disposal of any hauler who fails to comply with the State of Tennessee Law as stipulated by the Department of Environment and Conservation.

By submitting this application, you are authorizing the City of Alcoa to obtain a credit report. A \$375.00 deposit may be required prior to establishing a new or reopening a previously issued permit account based on credit check / payment history.

Initial credit limits will be set at \$1,500.00. Limits may increase after six months with a satisfactory payment history. Once the credit limit is reached, you must pay daily until the following billing month.

Please allow 3-5 business days for processing. Upon approval, any deposit amount required plus a permit fee of \$25.00 will be due prior the issuance of the permit. Deposit will be refunded upon account termination or upon request after 12 months with a history of no late payments.

Print: _____ Signed: _____ Date: _____
Responsible Party Name / Title Responsible Party Name / Title

Return Application and \$20.00 Non-Refundable Application fee to: City of Alcoa
223 Associates Boulevard
Alcoa, Tennessee 37701