



Instruction Sheet for Private Waste Hauler License

Phone: (216) 664-2264

Hours of Operation
8:00 a.m. to 4:30 p.m. Weekdays

DALLicenses@clevelandohio.gov

Before completing and submitting your application to our office, please read all materials and information included. If you have any questions, please call our office at (216) 664-2264 BEFORE YOU APPLY.

A Private Waste Hauler License is required to engage in the business of collecting, transporting, carrying or hauling solid waste in the City of Cleveland.

Solid waste is defined as residual solid or semisolid material as results from industrial, commercial, agricultural, household, community and private operations, excluding earth material from construction, mining, demolition operations and slag. Such solid waste material shall be deemed to include, but not be limited to, garbage, rubbish (both combustible and noncombustible), street dirt, debris, ashes, tires, any discarded matter to be removed from public and private properties and other like substances which may be harmful or inimical to public health, as well as other items determined to be solid waste by the Director of Public Works.

This is an annual license that expires on April 30th.

City of Cleveland Codified Ordinance Chapter §551, Waste Collection and Disposal

WARNING: Knowingly making a false or fraudulent application for a license constitutes grounds for denial, suspension or revocation.

City of Cleveland employees may not provide legal advice to the public. The information provided is for informational purposes only and is not legal advice. For questions regarding the application of a city ordinance or regulation, you should consult an attorney regarding your specific situation.

Application Options: In-Person, Online, or By Mail

In-Person:

1. Gather all supporting documentation that must be submitted along with the application. (see *What to Bring or Submit to the Division of Assessments & Licenses* section below).
2. Complete the application in its entirety and sign it. Print legibly using blue or black ink.
3. Visit our office located at the address in the top right-hand corner between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday.
4. Bring the fee listed below. Acceptable forms of payment are money orders, checks, debit/credit cards, and cash.

Online

1. Gather all supporting documentation that must be submitted along with the application (see *What to bring or submit to the Division of Assessments & Licenses* section below).
2. Go to <https://ca.permitcleveland.org/public/Default.aspx>, and follow the instructions on the enclosed attachment.
3. Be prepared to submit the license fee listed below plus applicable convenience fees. Acceptable forms of payment are electronic check and debit/credit cards.

By Mail:

1. Gather all supporting documentation that must be submitted along with the application (see *What to bring or submit to the Division of Assessments & Licenses* section below).
2. Make copies of all documentation.
3. Complete the enclosed application in its entirety and sign (print legibly using blue or black ink).
4. Mail the completed application, supporting documentation, and the fee listed below to the Division of Assessments and Licenses at the address listed above in the top right-hand corner. Acceptable forms of payment for mailed applications are Money Orders and Checks (DO NOT SEND CASH OR CREDIT CARD INFORMATION IN THE MAIL).



CITY OF CLEVELAND
Mayor Justin M. Bibb

**Instruction Sheet
for
Private Waste Hauler License**

City of Cleveland
Division of Assessments and Licenses
601 Lakeside Avenue, Room 122
Cleveland, Ohio 44114

Phone: (216) 664-2264

Hours of Operation
8:00 a.m. to 4:30 p.m. Weekdays

DALLicenses@clevelandohio.gov

What to bring or submit to the Division of Assessments and Licenses:

1. Completed and signed application.
2. A **copy** of a current and valid vehicle registration for **each** vehicle. **Please note a copy of the vehicle title will not be accepted.**
3. If the vehicle is leased, a copy of the lease agreement for the vehicle.
4. A **copy** of the current and valid Solid Waste Facility License from the State of Ohio EPA for the waste disposal site your company is using.
5. Fee of \$75.00 **per** vehicle. Fees are non-refundable.

****PLEASE NOTE THE FOLLOWING REGARDING VEHICLE INSPECTIONS****

Vehicle inspections will resume for the 2023-2024 licensing period. For information on the inspection requirements or to schedule inspections for your vehicles, please contact the Division of Waste Collection at (216) 664-2397.



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Private Waste Hauler License Application

City of Cleveland
Division of Assessments and Licenses
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Cleveland, Ohio 44114

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Date:	License Number: <small>(internally assigned)</small>
Fee:	$ \begin{array}{r} \$75.00 - \text{Per Vehicle} \\ \text{(Non- Refundable)} \end{array} \times \underline{\hspace{2cm}} = \$ \underline{\hspace{2cm}} $ <p style="text-align: center;"><small># of Vehicles</small> <small>Total</small></p>

SECTION A - BUSINESS INFORMATION

BUSINESS TYPE

<input type="checkbox"/> Person (Sole Proprietorship)	<input type="checkbox"/> Limited Liability Company
<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership (General or Limited)
<input type="checkbox"/> Other: (specify)	

Legal Name:

DBA / Alias:

State Incorporated:

Business Address:

City:

State:

Zip:

Telephone # (including area code):

Email:

Federal ID or Social Security Number:

Police District:

(Cleveland Businesses Only) :

Ward #:

(Cleveland Businesses Only)

Waste Disposal Site:

Waste Disposal Site State License #:

[attach a copy of the site's license]

Address of Waste Disposal Site:

City:

State:

Zip:

SECTION B - APPLICANT INFORMATION

Name:

Title:

Address (Residential):

City:

State:

Zip:

Telephone #:

Email:

Date of Birth:

Social Security #:

Driver's License #:

State:

Expiration Date:

SECTION C -VEHICLE INSPECTIONS CONTACT

Name:

Title:

Telephone #:

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