

Instructions to Applicants for Solid Waste Collector's License

Chapter 921 of the Codified Ordinances of Springfield, Ohio and Section 3 of the Clark County Sanitary Regulations provides licensing requirements for solid waste collectors. Copies of these regulations are available from the Clark County Combined Health District (CCCHD).

- 1) Applications are available at the Clark County Combined Health District, 529 E. Home Rd. Applications must be completed and all vehicles to be used for refuse collections must be inspected and approved by the CCCHD.
- 2) Applicants must provide a copy of their insurance policy. Refer to back of solid waste collector license/registration application for requirements for insurance.
- 3) Applicants must provide a copy of their Bureau of Worker's Compensation, if coverage is necessary. Coverage is necessary if there are one or more employees. Call (937) 327-1425 to determine if coverage is necessary.
- 4) Applicants must contact the Springfield City Income Tax office to obtain an income tax number (First floor, City Hall (937) 324-7355).
- 5) Applicants whose business address is in the City of Springfield should ensure that their business address is properly zoned. Contact the Planning Department at (937) 324-7674 to ensure that the address is zoned for business.
- 6) Upon payment of proper fee, a permit decal or decals will be issued and a receipt will be furnished to the applicant.
- 7) Applications with accompanying certifications are retained by the CCCHD.
- 8) Annual licensing fee:

License/Registration	\$25 (includes one truck)
per additional trucks	\$5