

**City of Philadelphia – Department of Streets**

**Condominium and Cooperative Residence**  
**Application for City Collection of Refuse & Recyclable Material**



Carlton Williams, Commissioner  
Keith Warren, Deputy Commissioner

Return Address for Application Forms

City of Philadelphia  
Department of Streets  
1401 JFK Boulevard, Room 730 MSB  
Philadelphia, PA 19102

**City of Philadelphia – Streets Department  
Condominium and Cooperative Residence  
Application for City Collection of Refuse & Recyclable Material**

**A. Applicant Information**

- 1. Name of Applicant Organization:
- 2. Authorized Representative:
- 3. Contact Person if other than Authorized Representative:
- 4. Address of Applicant Organization:
- 5. Telephone:
- 6. Fax: Email:

The above named Applicant Organization requests Condominium and Cooperative Residential Collection Services in accordance with Ordinance 010659 from the City of Philadelphia, Department of Streets (Department). I have read the entire Application for City Collection of Refuse & Recyclable Material and the Regulations Governing Municipal Collection of Refuse (Regulations) attached to this application. I have provided accurate information to the Department to the best of my knowledge.

_____	_____
Signature of Authorized Representative	Date

**For City Use Only**

For Dumpster Service: Location permit is approved \_\_\_\_ Yes \_\_\_\_ No

For City entry on private property: Right-of-entry agreement \_\_\_\_ Yes \_\_\_\_ No

**B. Conditions of Service**

All City collection services are conditioned on compliance with federal and state law, City ordinances, Regulations and policies.

1. Refuse and recyclable materials shall be separated in accordance with Section 3 of the Streets Department's Regulations Governing Municipal Collection of Refuse (Regulations).
2. City shall provide refuse collection once per week.
3. City shall provide recyclable material collection in accordance with the schedule established by the Streets Department.
4. Bagged Collection Service: Condominium and Cooperative building(s) may request bagged curbside collection services unless the Streets Department determines that bagged refuse collection may create or has created a nuisance, then the Condominium and Cooperative building(s) will be required to have dumpster collection services. For bagged collection service Condominium and Cooperative building(s) shall:
  - Place refuse for collection in bags or containers as specified in Section 4 and Section 6 of the Streets Department's Regulations
  - Set-out and placement of refuse shall be in accordance with Section 5 of the Streets Department's Regulations and may not block the sidewalk, street or public property or other private property.
  - Recyclable material shall be set-out in accordance with Section 5 and Section 6 of the Streets Department's Regulations
5. Dumpster Collection Service: Condominium and Cooperative building(s) that are utilizing dumpsters for City collection service shall:
  - Place refuse for collection in dumpsters as specified by the Department. *No refuse outside dumpsters will be collected.*
  - Set-out and placement of refuse may not block the sidewalk public property or other private property.
  - Place recyclable materials in approved containers for collection
  - A Dumpster Location Approval Form must be completed by Applicant Organization and approved by the Department prior to commencement of City collection.

6. For collection of bulk items as defined in Section 2 of the Department's Regulations Condominium and Cooperative building(s) shall contact the Department to schedule collections.
7. If City employees or vehicles must enter private property to provide collection service a City Right-of-Entry Agreement must be completed prior to commencement of City collection.
8. All notices of violations of law or of these Conditions of Service will be issued to the contact person listed in Part 1, and the Condominium Association or Cooperative Board agrees to pay fines for such violations. This section shall not limit any appeal rights that Condominium Association or Cooperative Board may have for notices of violation.





**E. City Right of Entry for Refuse and Recyclable Material Collection**

1. At the request of \_\_\_\_\_  
(the "Organization"), the City of Philadelphia (the "City") is collecting refuse and/or recyclable material at property(ies) owned by the Organization ("the "Premises"); and

2. In order to provide collection services, the City, its employees and/or City equipment must enter upon the Premises.

NOW THEREFORE, The Organization intending to be legally bound covenants and agrees, to maintain clear and safe access for the City to the Premises for the purpose of collection of refuse and recyclable materials, and provided that the City has entered upon the Premises for the purpose of collection of refuse and recyclable material or related inspections:

(a) The Organization does hereby remise, release and forever discharge City, its employees, officials, agents and contractors from and against any and all demands, claims, or actions, based upon the following:

- (1) Damage to roadways, sidewalks or other paving,
- (2) Damage to building surfaces,
- (3) Damage to trees, shrubs or other landscaping; and

(b) The Organization does hereby remise, release and forever discharge City, its employees, officials, agents and contractors from and against any and all other demands, claims, or actions, based upon or arising from their entry or presence at the Premises unless the City has been determined by a court of competent jurisdiction as reckless or grossly negligent in the collection of refuse or recyclable material; and

(c) Any claims for personal injury or property damage brought by the Organization against the City shall be subject to the provisions of the Pennsylvania Political Subdivisions Tort Claims Act.

BY ORGANIZATION: \_\_\_\_\_ DATE: \_\_\_\_\_

Name/Title of Authorized Signer: \_\_\_\_\_