



Public Works & Waste Management Department
GENERAL HAULER PERMIT
Commonly Asked Questions & Answers

The following are typical questions asked about the Public Works & Waste Management General Hauler Permit program and application. It is recommended that you read this information before completing the application. Failure to complete the application as required will result in the application being returned for completion.

Who is required to have a General Hauler Permit?
What does the General Hauler Permit allow?
What are the permit fees?
Are there any other fees required of general haulers?
What are the insurance requirements?
What if vehicles are added or replaced during the current permit?
What if my business is sold or ceases to operate?
Are there any reporting requirements for permitting?
How do I apply for or renew a General Hauler permit?
On what basis can my permit be revoked?

Who is required to have a General Hauler Permit?

Any person engaging in the business of solid waste collections, removal or transport for hire or salvage or any person engaged in the business or recyclable materials collection, removal or transport for hire or salvage.

What does the General Hauler Permit allow?

The permit allows any person to remove, collect or transport for hire or salvage any solid waste or recyclable material over the streets of incorporated or unincorporated Miami-Dade County.

What fees are associated with the permit?

There are two annual fees associated with the permit. A permit application/renewal fee of \$600 and a vehicle registration fee of \$70 per vehicle. A personal check, company check, cashier's check or money order in the amount of the total fees made payable to Miami-Dade Public Works & Waste Management Department (PWWM) must be included with the permit application. Visa, MasterCard and American Express are accepted for payment in person only. No payments are accepted over the phone. All checks are processed using Electronic Check Service (ECS). If you choose not to have your check converted electronically. You must notify us in writing or in person prior to or along with the remittance of the check for payment. If payment is unable to be converted, it may be processed as a Check Replacement Document drawn against your account. If payment is returned due to insufficient funds, you authorize us to make a one-time electronic fund charge of \$25 or 5% (whichever is greater from your account to collect a fee as allowed by state law.

FEE CALCULATION TABLE

Permit Application/Renewal Fee=	\$ <u>600.00</u>
Vehicle Registration Fee (\$70 X _____ vehicles) =	\$ _____
Background Check Fee (\$24 X _____ officers) =	\$ _____
TOTAL FEES DUE	\$ _____

Are there any other fees required of general haulers?

General haulers with solid waste accounts in unincorporated Miami-Dade County must also pay a Disposal Facility Fee (DFF) to the county. This fee does not apply to billings for recycling or C&D pickups. The 15% fee will apply against gross receipts on those accounts in unincorporated Miami-Dade County only. General haulers must report information on forms provided by the Department and make payment of the DFF monthly. For detailed information regarding this fee, contact Rick Rayborn of the Accounting Division at 305-514-6742.

What are the insurance requirements?

Permitted general haulers are required to furnish a public liability policy to the Department and also file with the Department a certificate of insurance for all policies written in the applicant's name. The applicant shall carry in his own name a policy covering his operations in the County for not less than \$300,000 per occurrence for bodily damage liability and \$50,000 property damage liability **AND** shall maintain vehicle liability insurance covering all vehicles utilized in the business of solid waste collection and disposal or recyclables collection in an amount not less than \$1,000,000 combined single limit per occurrence.

What if vehicles are added or replaced during the current permit year?

Any vehicle added to the permitted business must be registered with the permit before the vehicle is placed in operation. To add a vehicle, submit a copy of the vehicle registration, proof of insurance and \$70 per vehicle to the department. All new vehicles must display a general hauler decal and display markings that are an exact match to the currently registered vehicles.

What if my business is sold or ceases to operate?

No permit may be reassigned, transferred or sold. In the event of any change in ownership and/or name of corporation or partnership, formal notification must be given to the Department within 30 days of the change. In the event that a permitted general hauler business ceases to operate, the department must be notified within 30 days for the permit account to be closed. Failure to notify the department may result in penalty and fines for failure to maintain a valid permit.

Are there any reporting requirements for permitting?

At least annually, but not more frequently than quarterly, as determined by the Department, permitted general haulers are required to report the names and address of customers and the addresses of each location served. For each customer on the list, the general hauler will provide the following: 1) Whether the customer served is a multi-family or residential establishment; 2) whether the service provided is solid waste collection, recycling or a combination of both; 3) a listing of materials being recycled at each customer location; 4) a summary of the number of tons of solid waste collected quarterly (applied to accounts with scheduled collection service, and; 5) a summary of the number of tons or recyclable material collected and marketed quarterly.

How do I apply for or renew a General Hauler permit?

To apply for or renew a permit, complete the General Hauler permit application and return it to the Permit Section. Only complete applications will be accepted. Every item on the application must be completed or the application will be returned unapproved. To obtain an application and fingerprint cards, contact the Department's Permit Section at 305-514-6610 or download the application.

For first time applicants and upon request for renewals, completed fingerprint cards are required for each principal officer, stock holder and local managing officer listed on the application. If the corporation is publicly owned with more than 25 stockholders, provide only the names and addresses of the local managing officers. Applicants must use the fingerprint cards provided by the Public Works & Waste Management Department.

To complete the fingerprint requirements, all persons listed in Section 8 of the application should report to any local police station. Criminal Record forms are completed, fingerprints taken and each application is photographed. A processing fee is required for each person being fingerprinted and is paid directly to the police department.

After the local criminal check is completed, the fingerprint cards should be submitted with the General Hauler application directly to the Department. The cards will be submitted to the Florida Department of Law Enforcement (FDLE). \$24 is required for each set of fingerprints.

On what basis can my permit be denied or revoked?

The following constitutes cause for denial or revocation of a permit: 1) the violation on any provisions of the Code of Miami-Dade County which the violation endangers the public health, safety or welfare; 2) the violation of any terms or conditions of the permit, or; 3) the failure to promptly pay fees or charges provided for in Chapter 15 of the Code.

You may appeal a denied or revoked permit to the Director of the Public Works & Waste Management Department. The notice of appeal must be filed in writing with the Director no later than 14 days after the receipt of the certified letter advising the applicant of the denial or revocation. The Department will set the date and time for hearing the appeal. The hearing will be held not less than 14 days, but no more than 60 days after receipt of the notice of appeal.