



**DEPARTMENT OF SOLID WASTE MANAGEMENT
TRASH AND RECYCLING CENTER (TRC)
ACCESS MANAGEMENT SYSTEM
PROPERTY RESEARCH FORM**

The Department's Trash and Recycling Center (TRC) Access Management program matches customer account and property address information on a resident's driver license or ID card to determine eligibility to use the TRCs. Only owners or renters whose property is within the Department's service area and is assessed the Department's annual waste fee are eligible to use the TRCs.

If you were advised that your driver license/ID information does not match our account information, please complete the form below and submit a photocopy of your license and one of the requested documents. **Please keep a copy of this form for your records.** Staff will research your property address and supporting documentation to determine if you are eligible to use the TRCs.

- If you are eligible, you will receive a letter or email confirming eligibility and our account information will be updated.
- If you are ineligible, you will receive a letter or email indicating why future access is being denied.

Property Address _____

City _____ State _____ Zip Code _____

Folio# _____ Property Owner _____

Is the property a duplex or triplex? _____ If yes, provide a separate address for each duplex or triplex unit.

1. _____
2. _____
3. _____

Name and Address on Driver License _____

City _____ State _____ Zip Code _____

Contact Telephone Number _____ Email Address _____

License Holder's Relationship to property owner:

- Self Tenant/Renter Other _____

Please submit a **clear copy of your driver license and one of the following documents with this form:**

- ✓ Property tax memorandum (available at www.miamidade.gov/pa) ✓ Signed closing documents
- ✓ Signed warranty deed ✓ Signed lease agreement ✓ Utility bill

Form Completed by: _____
Print Name

X _____
Signature _____ Date _____

MAIL THE COMPLETED FORM AND DOCUMENTS TO:
Department of Solid Waste Management
Attn: TRC Access Management Program/Enforcement Division
2525 NW 62 Street, Suite 1200
Miami, Florida 33147

OR SEND THE COMPLETED FORM AND DOCUMENTS VIA EMAIL TO: TRCACCESS@miamidade.gov

If you have questions about completing the form or the status of your submitted documents,
please contact the Enforcement Division at 305-514-6610