



SMALL HAULER PERMIT FACT SHEET

What is a Small Hauler?

Applies to any person with one small vehicle engaged in the business of (1) solid waste collection, removal, or transport; and/or recyclable materials collection, removal, or transport.

Who is eligible for a Small Waste Hauler Permit?

Any small business owner-operator with one vehicle that is engaged in a business requiring the transport of solid waste, recyclable materials.

What does this permit allow?

The permit allows one truck owner-operators to collect and transport trash, recyclable or recovered material in Miami-Dade County for a period of one year.

How do I apply for a permit?

A completed application must be submitted to the Department of Solid Waste, Enforcement - Permit Section located at 2525 NW 62nd Street, Suite 1200, Miami, FL 33147. Applications may be placed in the drop-box located in the Enforcement lobby, Monday through Friday, 8:00 am to 5:00 pm. Staff is available to assist in person, on Tuesdays and Thursdays, 8:00 am to 4:00 pm, except for County recognized holidays. Completed applications may also be submitted via email to PermitSection@Miamiidade.gov.

Applications can be obtained by contacting the Permit Section or online at www.miamidade.gov/solidwaste.

Are there restrictions on vehicle size and/or weight?

Small Hauler Permit approved haulers are only allowed to use a vehicle with a gross vehicle weight (GVW) not to exceed 26,000 pounds.

Approved vehicles may NOT dispose of solid waste at any of the department operated neighborhood Trash & Recycling Centers (TRC).

What documentation is needed to process a permit application?

- Copy of current Local Business Tax Receipt from a county in Florida.
- Valid Florida Driver's License of both owner and driver.
- Current vehicle registration for the vehicle being registered under the permit.
- Proof of current automobile insurance.
- Certificate of Insurance (COI) indicating General Liability coverage in an amount no less than \$300,000 combined single limit. Miami-Dade Solid Waste Management must be listed as the certificate holder/additional insured on the COI.
- Payment in the amount of the total fees due. Checks, money orders, and most credit/debit cards are accepted for payment. NO CASH IS ACCEPTED. Credit cards are also accepted over the phone.

- Complete customer list. All locations from where waste and/or recyclables are removed must be provided. List must include Name of business, address, contact person and phone number.
- All Miami-Dade County contractors must identify themselves as such. Contact information must also be provided.
- Vehicles must be permanently marked on both sides with the company name, phone number, permit # and Local Business Tax Receipt (LBTR) number. Temporary or magnetic placards/signs are not acceptable.

What fees are required?

There are two annual fees associated with the permit: An application fee of \$315 plus a decal fee of \$74. Acceptable forms of payment include check, money order and major credit/debit card.

Is a Small Hauler Responsible for Reporting Disposal Facility Fees (DFF)?

Yes, private haulers collecting and/or disposing of garbage and/or trash within the Department of Solid Waste Management Disposal Facility Fee (DFF) area are required to submit, on a monthly basis, a report on Disposal Facility Fees owed to the County for the previous month in an amount equal to fifteen (15) percent of the total monthly receipts for solid waste collection and disposal services.

What do I receive when my permit application has been approved?

Once your permit application has been approved, you will receive:

- Small Hauler Permit Approval Letter
- Decal for the truck's windshield

Where are Permitted Small Haulers allowed to dispose?

Permitted Small Haulers may dispose at any Miami-Dade County approved disposal or recycling facility. Use of any of the 13 Neighborhood Trash & Recycling Centers (TRCs) is not allowed.

What if I sell my business?

Permits or decals may not be re-assigned, transferred, or sold. In the event of any change in ownership, formal notification must be provided to the DSWM Permit Section within thirty (30) days of the change and all issued decals must be returned to the DSWM.

What if I replace a permitted vehicle or windshield?

If replacing a vehicle or windshield, return the original decal (whole or in part) to the Permit Section and a new decal will be issued at no charge. In cases where the decal cannot be returned, a receipt for the replacement of the windshield will be accepted.

What if a decal is lost, damaged, or stolen?

- 1) If lost, a new decal must be purchased.
- 2) If damaged, the decal must be returned to the Permit Section (whole or in part), for replacement at no charge; if stolen, a police report must be provided to receive a replacement decal free of charge.
- 3) If the original decal or a police report is not provided, a replacement decal must be purchased.

How do I renew a Small Hauler Permit?

Small Hauler Permit renewal applications are mailed by the Permit Section to the mailing address provided on the most recent application 2-3 months prior to the current permit's expiration date. When the renewal application, all required documents, and payment are submitted, the application is reviewed for approval. Once approved, an Approval Letter and decal will be mailed via Certified Mail to the mailing address on file. If the permittee wishes to pick up the decal in person, the Permit Section must be notified when the application is received. Once approved, the permittee will be notified that the decal is ready for pick-up.

If for some reason an applicant did not receive the renewal application by mail, the application is available online at www.Miamidade.gov/solidwaste. Applicants may also contact the Permit Section at 305- 514-6610 or via email at PermitSection@Miamidade.gov to request an application.

Note: Renewal applications are mailed as a courtesy. It is the responsibility of the permittee to be aware of the permit expiration date, obtain a renewal application and submit the renewal application in a timely manner. On average, applications are processed in approximately 2 weeks from the date a completed application is received.

For how long is a permit valid? When should I renew my Permit?

The permit is valid for one year from the date of the initial (first-time) application submission. *There is no adjustment to the date or fees due to late renewals.* To ensure the timely processing and receipt of new decals, applications should be received by the Department of Solid Waste Management no less than 30 days prior to expiration of the current permit.

Note: Expired permits are considered to be in violation of the Code of Miami-Dade County and are subject to fines and/or penalties accordingly.

On what basis can a permit be revoked or an application denied?

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

How do I appeal the denial or revocation of a permit?

An applicant may appeal to the Director of the Department of Solid Waste Management if a permit is denied or revoked. The notice of appeal must be filed in writing with the Director no later than fourteen (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 fourteen (14), but not more than sixty (60) days after receipt of the notice of appeal per Chapter 15-17.14 of the Code of Miami-Dade County.

**Department of Solid Waste Management
Enforcement Division – Permit Section
2525 NW 62nd Street, Suite 1200
Miami, FL 33147
Phone: 305-514-6610
Email: PermitSection@MiamiDade.gov**

**In-Person Office Hours
Tuesdays and Thursdays
8:00 a.m. – 4:00 p.m., except for County recognized holidays**