



City of Springfield, Massachusetts  
**TRASH SERVICE OPT-OUT FORM**

Date Received:

**INSTRUCTIONS:**

- Fill out completely, date and return within forty-five (45) days of the bill date of your trash bill to the Trash Fee, City Collector's Office, 36 Court Street, Room 112, Springfield, MA 01103. If your name is different from the property owner's name on the trash bill, you will have to provide proof of ownership. Until processed by the city, the filing of this form does not relieve you from payment of the trash fee, as billed. For more information, call **(413) 787-6000** or visit [www.SpringfieldCityHall.com](http://www.SpringfieldCityHall.com).
- Provide the trash fee bill information. Otherwise, provide other requested information, such as number of bins, name of owner(s), service location, mailing address and phone numbers.
- **ONLY USE THIS FORM IF YOU NO LONGER WISH TO PARTICIPATE IN THE CITY'S TRASH SERVICE.** If you are requesting to return additional bin(s) other than your primary bin, please use the Bin Return Form instead.

Parcel ID: ▶		Number of Bins on Bill: ▶	
Trash Bill Number: ▶		Trash Bill Date: ▶	
Name of Owner(s) on Bill: ▶			
Service Location on Bill: ▶			
Mailing Address on Bill : ▶			
Daytime Phone Number: ▶		Alternate Phone Number: ▶	

▼ Check off all applicable reasons for not participating in the city's trash service. No supporting documentation is required.

1	<input type="checkbox"/>	I am planning to or already haul my own trash.
2	<input type="checkbox"/>	I am planning to or have already hired a private hauler.
3	<input type="checkbox"/>	My property / dwelling / unit / lot has been and will remain vacant.
4	<input type="checkbox"/>	I no longer own the property. My forwarding address is _____.

The property owner is signing this form under the penalties of perjury as to the truthfulness of the information contained herein. Incomplete forms will not be processed. By signing this form, the owner understands that the city will no longer provide trash service to the owner's property. Any trash fees paid in fiscal years 2008 or 2009 are non-refundable and will not be pro-rated. Any balances owed for fiscal year 2008 and 2009 trash fees will not be pro-rated or abated if the municipal trash service was provided during such period. In case of ownership change, the apportionment of the prepaid or unpaid municipal charges is the responsibility of parties to the real estate transaction. The City provides notice of potential trash fee balances through the Municipal Lien Certificate notation.

The owner can choose to participate in the city's trash service at a later date, if the owner notifies the city in writing by completing and submitting the Trash Service Opt-In Form. The city reserves the right not to provide trash service for properties in certain classes, e.g. multiple dwellings and commercial, and industrial properties. This right is preserved even if the property had been serviced by the city prior to the owner's election not to participate in the city's trash service.

The owner who chooses not to participate in the city's trash service certifies that the owner is and will be complying with all applicable laws, statutes and ordinances pertaining to trash hauling and disposal. The recycling, i.e. separation of all designated recyclable materials from other refuse, is mandatory, as defined in city ordinance 7.16.046 or its most current amendment. As provided in city ordinance 7.16.210 or its most current amendment, proper disposal of trash shall be enforced by the City. **THE BIN(S) MUST BE AT CURB FOR PICK-UP.**

Owner's Signature: ▶		Date Signed: ▶	
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**CITY OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

<input type="checkbox"/> Record adjusted.	Date adjusted: ▶		Initials: ▶		Comments: ▼
<input type="checkbox"/> Bins Reclaimed by DPW.	Date reclaimed: ▶		Initials: ▶		
Bin Serial Numbers: ▶					
<input type="checkbox"/> Referred for refund, if any.	Date referred: ▶		Initials: ▶		
<input type="checkbox"/> No action required.	Reason: ▶				