

# Consolidated Organics Collection Notification Registration

This form is to be used to register all Consolidated Organics Collection sites not associated with an existing solid waste facility. The size of the container(s) at a collection site is limited to 6 cubic yards of storage capacity. Submission of this notification does not constitute a license to operate the Consolidated Organics Collection site. If the parcel is not municipally-owned, provide a copy of this to the municipality where the collection site will be located.

## Section 1: Operator Information (This is the entity that will be responsible for operating the collection site.)

A. Name: \_\_\_\_\_

B. Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

C. Telephone: \_\_\_\_\_ Contact: \_\_\_\_\_

## Section 2: Registrant Information (This is the entity that owns the property where the collection site will be established.)

A. Name: \_\_\_\_\_

B. Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

C. Telephone: \_\_\_\_\_ Contact: \_\_\_\_\_

## Section 3: Description of Collection Operation

A. Physical Address of collection site: \_\_\_\_\_

B. Size, Quantity and Description of Collection Containers: \_\_\_\_\_

\_\_\_\_\_

C. Receiving Facility of Collected Organics: \_\_\_\_\_

D. Methods to Control Odors and Vectors: \_\_\_\_\_

\_\_\_\_\_

## Section 4: Operational Requirements

The Operator acknowledges and agrees to adhere to the following operational requirements:

- The Operator will have written permission from the property owner to set up and operate the collections site;
- The Operator will keep the collection site clean and free of litter;
- The Operator will use containers that have tight-fitting lids;

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- The Operator will remove organics at least once weekly and more frequently during the summer months;
- To control odors and leachate, the Operator will use compostable absorbent material (shredded paper or sawdust, not kitty litter)
- The collection site will be visibly located for ease of use;
- The collection site will be covered to protect against precipitation and vectors;
- The collection will be serviced frequently to prevent overfilling;
- Each collection site will have educational signage explaining allowed uses of collection site;
- Prior to setup, the Operator will have at least one contractual arrangement for end-use of organics;
- Provisions will be made for the periodic cleaning/exchange of the collection containers. Provisions MAY NOT include onsite washing;
- Provisions will be made for the disposal of excluded materials; and
- Once the collection site is closed, all containers, structural materials, etc. will be removed from the site.

Please email the completed notification form to: **DEPConOrgCollection@maine.gov**

### **Section 5: Annual Reporting Requirements**

The Operator will submit an annual report to the Department of Environmental Protection, Division of Materials Management for the previous calendar year that includes the following information:

- Quantity of organics received at each collection site;
- Quantity of organics delivered to each end-user of the collected organics;
- Problems encountered and the means used to address them;
- Any changes made since initial registration (location, closed, etc.)

# Consolidated Organics Collection Notification Registration

Use This Form to Register Multiple Collection Sites Operated by the Same Entity

Provide the Physical Address for Each Collection Site

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_
- 4. \_\_\_\_\_
- 5. \_\_\_\_\_
- 6. \_\_\_\_\_
- 7. \_\_\_\_\_
- 8. \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_