



Neighborhood Clean-up Program - Disposal Pass Information

What is a disposal pass?

The Disposal Pass program is designed to help residents in the City of Spokane remove extra visible waste. The program provides \$30 vouchers (disposal passes), valid at the Waste to Energy Facility. Disposal passes are available until program funding is expended.

Who can request a disposal pass?

This program is only available for residents in the City of Spokane. Businesses, schools, and organizations are not eligible to receive disposal passes.

City of Spokane residents may request one disposal pass every 30 days while funds are available.

How do I request a disposal pass?

There are two ways to request a disposal pass.

1. *For residents with access to a computer or smartphone:* Create an account or login to your account at my.spokanecity.org/account via web browser. Once you are logged in to your account, visit the [Disposal Pass Request form page](#) to request your pass. Your disposal pass will be emailed to you immediately after completing the disposal pass request form.
2. *For residents who would like to pick up a disposal pass:* Disposal passes are available on the first floor of City Hall at the Spokane 3-1-1 Customer Service counter, Monday–Friday 8:00 a.m. – 5:00 p.m. City Hall may be closed on select holidays.

What if I want to request a disposal pass, but cannot redeem it myself?

City of Spokane residents who are unable to redeem their disposal pass because they do not have a vehicle, because of physical ability, etc., can include the name of an alternate person who can redeem the pass on their behalf. The alternate person's name must be included at the time of the request.

Passes are only to be used by the City of Spokane resident that it was issued to or the identified alternate name. A valid ID matching a name on the disposal pass will be

required upon entering and exiting at the Waste to Energy Facility (2900 S Geiger Blvd).

How long are disposal passes valid?

Disposal passes are valid for 30 days. The expiration date will be listed on the disposal pass for reference. Residents may only request one disposal pass every 30 days. If you currently have an active pass, you may not request another.

What if I requested a digital disposal pass, but it did not get emailed to me?

When your digital disposal pass request is successfully submitted, you will receive an email from cleanup@spokanecity.org with your disposal pass, including a one-time Disposal Pass ID. If you do not receive the email, check your junk/spam/promotions mailboxes.

If you submitted a digital disposal pass request and received an error message it is either because you already have an active request within the past 30 days or your address is ineligible due to not being within City limits.

Note: Due to City of Spokane security policies, email providers hosted outside the US (e.g., Proton Mail) cannot receive city emails and are ineligible for digital disposal passes. Please use a US-based email provider or request your pass in person at City Hall. See instructions below.

If you have questions, email cleanup@spokanecity.org.

Where can I redeem my disposal pass?

Disposal passes are only valid at the Waste to Energy Facility (2900 S. Geiger Blvd). Their hours are 7:30 a.m. - 5:00 p.m., 7 days a week (except for New Year's, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas).

What can I dispose of using my disposal pass?

Please refer to the [Waste Disposal Guide](#) for information on what is allowed and not allowed at the Waste to Energy Facility.

Electronics (computers, monitors, TVs, DVD Players, e-readers) are not allowed. Please visit the [Washington Recycles page](#) to learn where your closest electronics recyclers are.

Loads being delivered to disposal sites must be covered with a tarp or secured with a rope or other means to prevent spillage. If your load is not secured/covered, a fee will be charged.



The City of Choice

*My*Spokane **311**
call for city services

808 W. Spokane Falls Blvd.
Spokane, WA 99201

Dial 311 or 509.755.CITY (2489)