



## **SPECIAL INSTRUCTIONS AND REGULATIONS**

### **1. DAMAGE RELEASE FORM (DRF)**

- A. The DRF must be completed by the property owner, Power of Attorney, executor of the estate, Trustee, contractor, employee of a construction company, rental broker, or an authorized employee of a business leasing the building.
- B. A DRF is required for each property address and remains valid until the end of the calendar year.
- C. DRFs are processed the same day or the next business day once they are received.

### **2. ACKNOWLEDGMENT OF FEES AND CHARGES**

- A. Read all the information and pricing within this document.
- B. Signing the DRF acknowledges receipt and understanding of these instructions and a willingness to comply.
- C. Dumpsters will not be delivered without a valid DRF. Accepting delivery of the container implies acceptance of all charges. Fees are subject to change.

### **3. BILLING**

- A. Past due accounts must be brought into compliance before delivery of a dumpster can be finalized.
- B. Contractors, construction companies, rental brokers, and businesses are required to have a City of Spokane utility billing account and be able to list their account number on their order form.
- C. Customers who need to set up an unsecured utilities account must fill out an application and pay a \$500.00 deposit. Customers who set up a new account will have the account number added to their order form once the account is set up.
- D. Customers no longer needing their unsecured utilities account must notify our office in writing that they are finished with the account and request to have the deposit either refunded or applied to their charges.

### **4. DELIVERY TIME AND RENTAL DURATION**

- A. Our routes operate Monday-Friday, 5 am-1:30 pm.
- B. Use of a temporary dumpster cannot displace a customer's regular refuse service.
- C. The minimum rental period for temporary dumpsters is two (2) days.
- D. The rental fee is billed every day, including weekends and holidays.
- E. Customers can expect a follow-up confirmation email outlining the next steps once their order is processed.
- F. Once a form is processed, the 3- and 6-cubic yard dumpsters can be delivered the next business day; the 20- and 30-cubic yard dumpsters will take two (2) business days because a site check is required.

### **5. ADDITIONAL FEES AND SURCHARGES**

- A. Return trips, container preps, front load pull-outs, excess garbage, wait times, overweight containers and relocating dumpsters are subject to additional fees and surcharges.
- B. It is the responsibility of any customer in possession of any city-owned dumpster to pay the cost of repair or replacement of such container damaged by other than Solid Waste Collection. This includes, but is not limited to arson, vandalism, and theft.
- C. Customers accept all risks and responsibility for any illegal dumping.
- D. A delivery fee may be billed for cancelation of an order with less than 24-hour's notice.

### **6. PLACEMENT**

- A. Solid Waste Collection only services locations that are within the Spokane city limits.
- B. Dumpsters are typically placed on private property and must be set on a firm, level surface.
- C. Placement in the street requires customers to obtain and pay for a permit from the city's Permit Center (see contact information on page four).
- D. Site checks are required prior to delivery or relocating dumpsters.
- E. Dumpsters cannot block or obstruct sidewalks, ADA parking, fire lanes or parking strips.

### **7. GROUND AND OVERHEAD REQUIREMENTS**

- A. The 3- and 6-cubic yard dumpsters require a minimum 10 x 10-foot square area of ground clearance for placement, and a minimum overhead clearance of 16 feet.
- B. The 20- and 30-cubic yard dumpsters require a minimum 56 x 12-foot area of ground clearance, and a minimum overhead clearance of 24 feet.

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## 8. RELOCATION AFTER ORIGINAL PLACEMENT

- A. For safety and to prevent damage, customers should not move dumpsters themselves.
- B. Please call our office if you need to have the dumpster relocated.
- C. The fee to relocate a dumpster is \$37.61; there is no additional fee if the dumpster is being emptied.

## 9. NO MODIFICATIONS, MAINTENANCE, OR REPAIRS TO BE PERFORMED BY CUSTOMERS

- A. Customers should not make any changes or modifications to the city's dumpsters. This includes drilling, welding, painting, and lubricating the winch.
- B. Please call our office if your dumpster needs maintenance or you have questions on proper usage.

## 10. ACCEPTABLE MATERIALS

- A. Acceptable materials include general household garbage, roofing material, construction, remodeling, and demolition debris. Two (2) tires are allowed per load.
- B. Recycling roll-off dumpsters require customers to set up an account at an approved recycling center in the Spokane area. The account number for the recycling center must be submitted to our office before delivery can be finalized.
- C. Yard waste and recycling in the 3- and 6-cubic yard dumpsters is disposed as garbage.
- D. Yard waste in 20- and 30-cubic yard dumpsters must follow the same guidelines for disposing of material as the residential green bins.

## 11. NO HAZARDOUS MATERIALS ALLOWED/PROHIBITED ITEMS

- A. Refrigerators, freezers, air conditioners, or anything that has contained refrigerant is prohibited.
- B. Batteries, fluorescent light bulbs, computers, televisions, monitors (CRTs), oil, solvents, pesticides and asbestos are prohibited.
- C. The Spokane Regional Clean Air Agency requires an asbestos survey to be done prior to any renovation or remodeling projects. Their office can be reached at 509-477-4727 for more information concerning testing, safe handling, and disposal of asbestos materials.
- D. Asbestos-free blown-in insulation is allowed and is required to be bagged.

## 12. IMPORTANT INFORMATION ABOUT HEAVY MATERIAL

- A. Heavy materials such as brick, rock, drywall, metals, roofing and other dense/compact materials may only be placed in the 3- and 20- cubic yard dumpsters **AND are limited to being half-filled.**
- B. Customers are responsible to ensure that the weight of their container does not exceed the maximum allowable weight limit for the city to legally and safely transport the dumpster.
- C. Roll-off dumpsters that exceed the 10-ton (20,000 lb) weight limit are subject to surcharges. The penalty is \$200.00 for the first occurrence and \$500.00 for every additional occurrence.

## 13. PROPER LOADING

- A. Items in the 3- and 6-cubic yard dumpsters cannot be longer than four (4) feet and are not suitable for large furniture unless the items are broken down.
- B. Always use the safety chain on the roll-off dumpsters.
- C. Dumpsters should not have debris extending above the top rim of the container. All lids and doors on the dumpsters must be securely closed for hauling.
- D. It is at the driver's discretion whether to charge to bring a container into compliance, otherwise the dumpster will not be serviced until it is brought into compliance by the customer. It is the customer's responsibility to call or email to reschedule.
- E. The lids for roll-off dumpsters must always be kept closed, except while actively loading into the container. Spokane frequently gets high winds so for safety reasons and to minimize damage, please keep the lid closed whenever the dumpster is not in use.

## 14. SCHEDULING TO HAVE THE DUMPSTER EMPTIED

- A. If you contact our office prior to 4 am, you will be scheduled that day. Please call 509-625-7956 or email [dumpsteremptyrequest@spokanecity.org](mailto:dumpsteremptyrequest@spokanecity.org).
- B. Temporary dumpsters are on-call and must be emptied a minimum of once every 30 days from the date of delivery. Dumpsters containing food, vegetable, animal or other putrescible wastes are required to be emptied a minimum of once a week.
- C. If your call goes to voicemail, leave a detailed message with your service request including name, service address, and phone number. Please be sure to specify whether you want the dumpster "emptied and returned" to the property or if you want it "emptied and removed" from the property.
- D. Our routes operate Monday-Friday 5 am-1:30 pm. It is the customer's responsibility to keep the dumpster accessible during our service window on the days the dumpster is scheduled by keeping the approach and placement area clear. This includes removing snow and de-icing whenever necessary and making sure it is not blocked by cars, delivery trucks, or behind locked gates.

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**15. WAIVER**

- A. Customers of Solid Waste Collection Department services are warned that City trucks and refuse containers, because of their weight, may cause damage to property conditions such as driveways, curbs, lawns, sprinkler systems, and shrubbery.
- B. Any specific premise condition susceptible to damage by ordinary container delivery, or special placement instructions regarding container placement or use, must be disclosed in writing to the City at the time the dumpster is ordered.
- C. Absent such disclosure, the customer, as a condition of acceptance of such service, waives all claims for property damage or other loss, injury or claim against the City owing to or arising out of the delivery, removal, or placement of said dumpster. Except as disclosed by customer, customer similarly agrees to indemnify and hold harmless the City against all loss or liability from risks or claims arising from dumpster location or placement. Solid Waste Collection reserves the right to deny service.

**16. SIGNATURE**

- A. **BY INITIALING PAGES 1-3 AND SIGNING THIS DRF ON PAGE 4, YOU ARE AGREEING TO ALL RULES AND REGULATIONS GUIDING USE AND BILLING OF THESE DUMPSTERS, WHETHER OR NOT THEY ARE KNOWN TO YOU. NO EXCEPTIONS.**
- B. Customers are referred to SMC 13.02 of the City of Spokane’s Municipal Code. Copies are available online at <https://my.spokanecity.org/smc/?Chapter=13.02> or upon request.

## CONTAINER SIZES AND PRICING

<p><b>3-CUBIC YARD</b> 5,000 lb (2.5 ton) limit</p>  <p><b>4' L x 6' W x 4.5' H</b></p>	<p><b>6-CUBIC YARD</b> 5,000 lb (2.5 ton) limit</p>  <p><b>5' L x 6' W x 5.5' H</b></p>	<p><b>20-CUBIC YARD</b> 20,000 lb (10 ton) limit</p>  <p><b>18' L x 8' W x 6' H</b></p>	<p><b>30-CUBIC YARD</b> 20,000 lb (10 ton) limit</p>  <p><b>20' L x 8' W x 7.5' H</b></p>
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SIZE	3-CUBIC YARD	6-CUBIC YARD	20-CUBIC YARD	30-CUBIC YARD
<b>DELIVERY</b>	\$37.61	\$37.61	\$37.61	\$37.61
<b>DAILY RENT</b>	\$3.01 + tax	\$3.01 + tax	\$5.98 + tax	\$5.98 + tax
<b>HAULING</b>	N/A	N/A	\$177.59	\$177.59
<b>DISPOSAL</b>	\$128.81 per dump	\$257.63 per dump	\$141.90 per ton at WTE <i>or</i> \$130.42 per ton + \$3.00 vehicle fee at the county transfer stations	\$141.90 per ton at WTE <i>or</i> \$130.42 per ton + \$3.00 vehicle fee at the county transfer stations
<b>*PULL-OUT</b>	\$37.61	\$37.61	N/A	N/A

\*Pull-out fee applies to the 3- and 6-cubic yard dumpsters for sending a second truck to move the dumpster somewhere accessible for the route truck to empty. The requirement for pull-outs is for safety reasons and is at the delivery driver’s discretion. It is necessary when there are overhead wires, trees, if the dumpster is on an arterial, or for any other reason the route truck would not be able to access the dumpster.

**INITIAL PAGES 1-3 AFTER READING. COMPLETE AND SIGN THE FORM ON THE NEXT PAGE AND SUBMIT ALL 4 PAGES TO PLACE YOUR ORDER. THANK YOU!**

## 2025 City of Spokane Temporary Dumpster Damage Release Form

1. Full name of person filling out form: **FIRST** \_\_\_\_\_ **LAST** \_\_\_\_\_

2. I certify that for the property where the dumpster is to be placed that I am: **(CHECK ONE)**

<input type="checkbox"/> the property owner	<input type="checkbox"/> the property manager	<input type="checkbox"/> leasing the building
<input type="checkbox"/> the Power of Attorney <i>or</i> the executor of the estate for the deceased <i>or</i> a Trustee	<input type="checkbox"/> a contractor or an employee of a construction company	<input type="checkbox"/> an employee of a third-party vendor or rental brokerage company

3. Phone number of person listed above: \_\_\_\_\_

4. Email address of person listed above: \_\_\_\_\_

5. Name of on-site contact person: \_\_\_\_\_ On-site cell phone: \_\_\_\_\_

6. Service address for delivery: \_\_\_\_\_

7. Select dumpster size: **(PLEASE READ INFORMATION ON PAGE 2 ABOUT HEAVY MATERIAL)**

<input type="checkbox"/> 3 cubic yards	<input type="checkbox"/> 20 cubic yards
<input type="checkbox"/> 6 cubic yards <b>(not for heavy material)</b>	<input type="checkbox"/> 30 cubic yards <b>(not for heavy material)</b>

8. Material going into the dumpster: **(CHECK ALL THAT APPLY)**

<input type="checkbox"/> Miscellaneous household garbage	<input type="checkbox"/> Yard Waste
<input type="checkbox"/> Construction and/or demolition debris	<input type="checkbox"/> Blown-in insulation <b>(BAGGED ONLY)</b>
<input type="checkbox"/> Heavy Material <b>(LIST)</b> _____	<input type="checkbox"/> Other <b>(LIST)</b> _____
_____	_____

9. Placement instructions: DESCRIBE IN DETAIL WHERE ON THE PROPERTY YOU WANT THE DUMPSTER PLACED.

**Right-of-way placement requires a permit from the city's Permit Center [permitteam@spokanecity.org](mailto:permitteam@spokanecity.org) or 509-625-6999. You must email your permit to [dumpsterrental@spokanecity.org](mailto:dumpsterrental@spokanecity.org) to finalize delivery.**

10. Are you including a site map along with the written placement instructions? YES or NO

11. Are there any site hazards or conditions to be aware of? **(CHECK ALL THAT APPLY)**

<input type="checkbox"/> Overhead wires	<input type="checkbox"/> Trees	<input type="checkbox"/> Eaves of house/building
<input type="checkbox"/> Sprinkler heads	<input type="checkbox"/> Other _____	<input type="checkbox"/> None

12. Preferred delivery date: **(dependent on availability and time constraints)** \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**My signature below indicates I have read, or had the opportunity to read, Solid Waste Collection's Damage Release Form (DRF) and material referenced therein and agree to accept all terms and conditions.**

13. Signature of person filling out form: \_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

14. City of Spokane Utility Billing Account # \_\_\_\_\_ **MUST BE ON FILE PRIOR TO DELIVERY**

### SUBMIT YOUR COMPLETED FORM BY EMAIL, FAX, IN PERSON, OR BY MAIL

<input type="checkbox"/> Email: <a href="mailto:dumpsterrental@spokanecity.org">dumpsterrental@spokanecity.org</a>	<input type="checkbox"/> Fax: 509-625-6059
<input type="checkbox"/> In-person: City Hall, First Floor 311 Counter, 808 W. Spokane Falls Blvd.	<input type="checkbox"/> Mail: City Hall, SWC, 808 W. Spokane Falls Blvd., Spokane, WA, 99201-3333