



City of Auburn, New York

Request for Exemption from Refuse Collection Fee

☐ Vacant Apartment Request

Eligibility: The apartment is unoccupied and is not being advertised for rent nor will the property owner be offering it for rent through June 30, 2022. The apartment is considered occupied if someone is living there regardless of whether rent is paid to the property owner.

☐ I agree to allow City personnel to inspect the interior of my property to ensure vacancy with sufficient notice (24 hours). I intend to comply with the eligibility requirements as stated above, if my circumstances change, I will notify the City immediately. I understand if I obtain eligibility and am determined to not actually be eligible upon inspection I will be required to pay the refuse collection fee plus interest.

I am available mornings (8:00am-12:00pm) _____ afternoons (12:00pm-3:00pm) _____

☐ Private Hauler Request

Eligibility: The property must be four units or more and have a private hauler in place. As the City cannot service large dumpsters, apartment houses/complexes with such are exempt from the refuse collection fee. The property owner must provide proof that they have an outside service.(Proof will be a contract with a private refuse hauler or a paid invoice from such hauler.) Please note: Property owners that do not currently use a private refuse hauler should not sign or enter into a contract with a private refuse hauler unless they are certain they will qualify for exemption.

☐ I have provided a commercial dumpster for my tenants and will continue to provide such through June 30, 2022.

☐ I have attached proof of service to this form. (Please attach most recent invoice or contract)

Property Address: _____

Owner's Name: _____

Owner's Address: _____

Owner's Phone Number: () _____ - _____

Signature: _____ Date: _____

City Use Only

____ Approved ____ Not Approved

Verified by: _____

Date: _____

Comptroller Use:

Please return completed forms with any necessary attachments by mail or in person to:
City Clerk's office, Memorial City Hall, 24 South St. Auburn, NY 13021.