



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, 20_____. 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 invoices 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 approved for this exemption.

☐ I have provided a commercial dumpster for my tenants and will continue to provide such through June 30, 20_____.

☐ I have attached proof of service to this form. (Please attach most recent invoices 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 Treasurer's office, First Floor, Memorial City Hall, 24 South St. Auburn, NY 13021.