

**CASTRO VALLEY SANITARY DISTRICT
MANDATORY COMMERCIAL RECYCLING EXEMPTION FORM**

Applicant's Name _____ Date _____
Business Name _____ Phone _____
Property Address _____
Business Type _____ Number of Employees _____

If you wish to be considered for an exemption from Castro Valley Sanitary District's (CVSan) mandatory recycling service, you must complete this form and mail or email it to:

**Alameda County Industries
Castro Valley Sanitary District Mandatory Commercial Recycling - Exemption Request
PO Box 1878
San Leandro, CA 94577-0277
BillingCV@AlamedaCountyIndustries.com**

In accordance with Castro Valley Sanitary District Code Chapter 4, Section 5402 effective July 1, 2012, it is mandatory for all multi-family dwellings (5+ units) and all commercial units to subscribe to weekly recycling collection service from CVSan's contracted collector greater than or equal to thirty-two (32) gallons.

This form must be completed in its entirety, include all written descriptions, and be accompanied by all receipts and letters as requested below. Exemptions may be granted to businesses or multi-family dwellings who meet one or more of the following criteria.

I am applying for an exemption because no recyclables are generated on the premises.
[Please provide a detailed, written description of the reasons no recyclables are generated on the premises.]

I am applying for an exemption because I deliver my recyclables or arrange for the delivery of my recyclables by a person or vendor that does not charge for service, to an authorized recycling facility (ex. Davis Street Transfer Station).
[Please submit documentation that proves your recyclables are being discarded, at least weekly, in a safe and legal manner. In addition, describe how your recyclables are handled until taken to be recycled.]

I am applying for an exemption because I share my recycling service with another owner/occupant within CVSan.

[Please provide the name, address, and telephone number of the person or business with whom your business shares service; a brief description of your agreement; a letter from the person or business stating they share service with you; and a copy of the person's last recycling, organics, and garbage bill.]

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For an exemption to be granted, a brief physical inspection of the property's exterior shall be conducted. The occupant/owner does not need to be present for the inspection, but the property's exterior must be made available between 8:00 a.m. and 5:00 p.m., Monday through Friday. Failure to permit a random exterior inspection may result in denial of an exemption request. An interior inspection may be required if the exterior inspection is insufficient. An interior inspection (if needed) shall be arranged with the property owner.

By signing this form and requesting an exemption from regular weekly recycling collection, the undersigned,

_____, hereby authorizes an Alameda County Industries, and/or a Castro
(Print Name)

Valley Sanitary District staff person(s) to perform an inspection of my business and/or property located at:

_____, CA _____
(Print Address) (City) (Zip)

Applicant's Signature

If you have any questions about how to complete this form, please call Castro Valley Sanitary District at (510) 537-0757 or Alameda County Industries at (510) 483-1400

NOTE: Exemptions are granted for a one-year period for the current owner/occupant of the property. You must re-apply for an exemption, annually. You will be notified of your exemption status (granted or denied) within twenty (20) business days of the receipt of your application.