

City of Santa Fe
Commercial Trash and Recycling Service Guidelines

505-955-2200

The City of Santa Fe provides trash and recycling services to businesses, institutions and construction sites in the City of Santa Fe. Services are available in dumpsters, roll carts and roll offs. Services are customized to meet the needs of each business. Please see guidelines below and call 505-955-2200 for service.

1. **New Commercial Development:** New commercial development should have plans reviewed through the City of Santa Fe Planning Division. As part of that process, enclosure design and dumpster locations will be reviewed by the Environmental Services Division and will work with architects and owners to develop the best trash and recycling receptacle plans. Adherence to the design guidelines as specified in the ordinance is required.
2. **Initiate Service:** To start new commercial service, the City of Santa Fe will meet with you at your site to identify the best location, container type and frequency of service for your trash and recycling. Please call to arrange a visit. A deposit is required for new accounts. The amount of the deposit is equal to the cost of three months of the service.

3. Types of Service

- a. **Front Load Dumpster** is the standard commercial trash service.
 - i. Sizes: Three sizes available: 4, 6, and 8 cubic yard.
 - ii. Empties:
 1. Front load dumpsters are emptied between 7am and 3pm.
 2. Dumpsters can be emptied up to six (6) days per week (Monday through Saturday).
- b. **Rear Load Dumpster** is for trash collection in the downtown commercial area where access is limited and for cardboard recycling.
 - i. Sizes: Three sizes available: 3 cubic yard (on wheels); 4 and 6 cubic yard
 - ii. Empties:
 1. Rear load dumpsters are emptied between 4am and 8am to ensure access.
 2. Trash dumpsters can be emptied up to six (6) days per week (Monday through Saturday). Cardboard dumpsters are emptied once per week.
- c. **Roll off**

Roll offs can be used for construction waste, remodeling waste, residential cleanups, carpet and wood working companies, cardboard recycling and green waste.

 - i. Sizes: Two sizes available: 20 cubic yard (lower walls allow items to be lifted over the sides), 30 cubic yard
 - ii. Empties: Roll offs can be scheduled to be emptied up to five (5) days per week (Monday through Friday) or emptied on call with 48 hour notice. The fee for on call service is higher than the fee for scheduled service.
- d. **Compactor**
 - i. Sizes: Customer owned compactors can be serviced
 - ii. Empties: Compactors can be scheduled for service up to five (5) days per week (Monday through Friday) or emptied on call with 48 hour notice. The fee for on call service is higher than the fee for scheduled service.

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e. **Cart Service**

- i. Sizes: 90 gallon roll carts are available for trash and recycling services.
- ii. Empties: Trash carts can be scheduled to be emptied up to six (6) days per week (Monday through Saturday). Recycling carts can be serviced up to four (4) days per week.

4. **Enclosures**: Enclosures must comply with enclosure design guidelines and must be maintained in fully operating condition. Service may be discontinued if the enclosure is in disrepair and damage to nonworking enclosures is the responsibility of the owner. Compactor enclosures must be cleaned monthly to ensure safe access to compactor connection.
5. **Moving Containers**: Containers shall not be moved except by the City. Please call to order this service. There is a fee associated with each occurrence.
6. **Bag Trash**: In order to minimize litter, trash should be bagged and container lids kept closed. For roll off containers, all bags must be sealed; lighter items held down under heavier items and containers filled just below the rim. Litter around the container due to Un-bagged trash or overloaded containers shall be cleaned by the customer.
7. **Prohibited Materials**: No, hazardous, infectious or industrial waste shall be placed in the container. This includes waste cooking oils or grease, major auto parts, medical or veterinary waste, chemicals and paint.
8. **Unacceptable Materials**: No large items, furniture or construction waste is accepted in dumpsters. The City of Santa Fe offers roll off services for these materials. Apartment complexes may want to request roll off service at the end of each month when tenants are moving to handle these types of materials. To ensure that we can provide your service, customers should verify that no unacceptable materials are in the dumpster the night prior to your service day.
 - a. **No large items** Unacceptable items include but are not limited to furniture, mattresses, carpet, and appliances.
 - b. **No construction waste**. Unacceptable items include are not limited to lumber, carpet, brick, soil, rock, stumps and tree branches.
9. **Container Cleaning**: Cleaning of commercial containers is the responsibility of the business using the container.
10. **Overloaded Containers**: Customers must avoid overloading. Overloaded containers may be serviced when possible and additional fees charged. If the container cannot be serviced due to overloading, the customer will be notified to remove additional material.

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Additional days of service will be required by the City for chronically overloaded containers. Locking devices are available by calling 505-955-2200.

11. **Dumpster Repair:** Please call the Solid Waste Division to schedule dumpster repair.
12. **Blocked Container:** Containers that are blocked by locked gates, parked vehicles, delivery trucks, pallets or other material around the dumpster, or snow and ice will not be serviced. Additional charges will apply for the driver to return to service the blocked container.
13. **Missed Service:** Please call as soon as possible to inquire about any missed services. Detailed records, including photographs of service issues are maintained by the Solid Waste Division.

By utilizing this service the customer agrees to comply with these guidelines.

Name of Business

Name of Representative

Signature and Date