



Water and Waste Department  
Service des eaux et des déchets

**Waste Diversion Fee  
Adjustment Application Form  
Properties Assessed with Two to Seven  
Dwelling Units**

**Part A – Property Owner Information**

Name of Property Owner \_\_\_\_\_

Address for Service Change \_\_\_\_\_ Postal Code \_\_\_\_\_

Mailing Address \_\_\_\_\_ Postal Code \_\_\_\_\_  
*(if different than service address)*

Home Phone \_\_\_\_\_ Business Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_ Utility Account Number \_\_\_\_\_

**Part B – Owner-Occupied Declaration**

I declare that I am the owner of this property and this property is occupied solely by my family.

I understand that I:

1. am requesting that recycling and garbage collection service be reduced to that of a single-family dwelling (one 240-litre garbage cart and one 240-litre recycling cart).
2. must inform the City in writing if there are any changes to the occupancy status at this property, or if there are any other changes to the information submitted in this application, within ten business days of the change.
3. am only entitled to the number of carts and the collection service for a single-family dwelling. Any additional carts that may have been delivered must be returned to the City.

**Part C – Rental Property Declaration**

I declare that this is a rental property, and based on the current occupancy, require service for the equivalent of: \_\_\_\_\_ dwelling units.  
*(number)*

I understand that I:

1. am requesting a reduced level of recycling and garbage collection service based on the number of dwelling units noted above.
2. am only entitled to the number of carts and the collection service for the dwelling units noted above. Any additional carts that may have been delivered must be returned to the City.
3. must inform the City in writing if there are any changes to the occupancy status at this property, or if there are any other changes to the information submitted in this application, within ten business days of the change.

I understand that the City will:

1. inspect the premises and authorize an appropriate level of service based on actual use.
2. add an initial application fee of \$102 to my utility account.
3. add a \$32 administration fee to my utility account for every additional time I request a change in service within one year of the date of this application.
4. reject my application or cancel the reduced level of garbage and recycling service if:
  - my tenants do not have an adequate level of service,
  - garbage is accumulating on or adjacent to the property such that there is a violation of the City of Winnipeg Neighbourhood Liveability By-law, or,
  - there are public health concerns.

*see page 2*

**January 2018**

**Part D – Authorization**

I authorize the City of Winnipeg to change the level of my waste diversion service, including applicable charges, as noted in Parts B and C of this form.

\_\_\_\_\_  
Print Name of Property Owner / Agent

\_\_\_\_\_  
Signature of Property Owner / Agent

\_\_\_\_\_  
Date

**Please return this application form:**

- by mail to Solid Waste Services Division, 1120 Waverley Street, Winnipeg, Manitoba, R3T 0P4
- by email to WWD-SolidWaste-Clerks@winnipeg.ca
- by fax to 204-774-6729

**Questions**

- visit winnipeg.ca
- contact 311

**Privacy**

We are collecting this personal information so we can adjust your waste diversion service charge. We are doing this under the authority of S. 36(1)(b) of The Freedom of Information and Protection of Privacy Act. If you have any questions, please contact 311.

**For Office Use Only**

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**Inspection/Authorization**

Inspection completed for rental unit

Yes       No

Date of inspection

\_\_\_\_\_

Name of inspector

\_\_\_\_\_

Adjustment authorized by

\_\_\_\_\_

Date of authorization

\_\_\_\_\_

**Cart Return**

Garbage

240-litre

# of carts \_\_\_\_\_

Date returned \_\_\_\_\_

360-litre

# of carts \_\_\_\_\_

Date returned \_\_\_\_\_

Recycling

240-litre

# of carts \_\_\_\_\_

Date returned \_\_\_\_\_

360-litre

# of carts \_\_\_\_\_

Date returned \_\_\_\_\_

Returned by resident

City pickup

**Application Charge**

Initial request for service change

\$102 initial application fee

Additional change requested

\$32 administration fee

Date application charge added to account

\_\_\_\_\_

**Service Charge Adjustment**

Start date for service charge adjustment

\_\_\_\_\_

Number of dwelling units to be charged for service

\_\_\_\_\_