



City of San Antonio
Solid Waste Management Department
 Organics Recycling Program Service Agreement

CUSTOMER INFORMATION			
Last Name		First Name	
Street Number		Apt/Unit #	
Street Name		Phone #	()
CPS Account # (if available)			
E-mail Address			

SERVICE FEE			
Number of green containers	_____ x \$3.00 per container	Total Monthly Fee	

Container Size (check one)	48-gallon (townhomes)	96-gallon (standard)
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AGREEMENT
<p>By signing below, I acknowledge I understand and agree with the following:</p> <ul style="list-style-type: none"> • I agree to the terms and conditions outlined in the Municipal Code Chapter 14 (excerpt on back). • The service requires a 12-month commitment starting from the date the container is delivered. • I will incur a monthly \$3 service fee per green container on my CPS Utility statement. • I authorize CPS to release my "Move Out Date" to the Solid Waste Management Department.

SIGNATURE			
Customer Signature		Date	/ /

CITY USE ONLY											
City Staff Signature		Date	/ /								
Work Order Number		Delivery Date	/ /								
Cart Serial Number	<table border="1"> <tr> <td>Y</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	Y									
Y											

Return form via mail, e-mail, or fax.

Mail: City of San Antonio - SWMD
 ATTN: Organics
 4410 W. Piedras
 San Antonio, TX 78228

E-mail: leonard.silva@sanantonio.gov
 Fax: (210) 207-6411

Questions: (210) 207-6428

Subscribing to the organics program.

- I. Once a resident subscribes to the program they will be issued a green cart. That cart is issued to a specific resident and assigned to one (1) location. Use of the green cart by any other household is forbidden.
- II. A resident who is paying the subscription fee can only use the cart for materials generated at the resident's location.
- III. Green carts are not to be moved to a location different than the address that is paying the monthly service fee.

Removal from the subscription service.

- I. Once a resident subscribes to the program they are required to continue to pay the monthly service fee for an initial one-year (12-month) period. Cancellations prior to twelve (12) months of paid service will only be accepted if a resident ceases to receive city garbage collection and is no longer required to pay the regular solid waste fee. Once the one-year commitment expires, residents may cancel their service.
- II. A resident that repeatedly places unacceptable items into the green cart may be removed from the program by the city. If the city removes a resident from the program the city may require them to continue to pay the green cart fee until the resident reaches the 12-month commitment or the city may require the resident to obtain a second brown cart and pay the regular monthly fee for the brown cart that is outlined in [section 14-30](#)

Acceptable materials.

Residents are provided a green container in which to place specific items defined as organic materials. Acceptable green container materials shall be designated by the city and include the following: (1) Leaves; (2) Tree trimmings (no longer than height of cart); (3) Yard trimmings; (4) Brush; (5) Food scraps; (6) Food-soiled paper and cardboard; (7) Other organic materials may be added to the program at the discretion of the director or his designee.

Not accepted green container items.

At the discretion of the director or his designee, an organic material container shall not be collected if one or more of the following items is placed in the organic material container: (1) Plastic bags or plastic containers of any kind including those labeled "compostable" or "biodegradable"; (2) Diapers; (3) Dead animals; (4) Pet waste; (5) Cigarette butts or ashes; (6) Non-compostable materials.

If an organics container is not serviced due to the conditions detailed in subsection (b) the department shall notify the resident to which the container is assigned in writing when and for what reason the organics container was not serviced.

Proper placement of organic materials in the green container.

Brush materials shall be placed loose in the green container or in a Kraft paper bag. Brush material must be cut into smaller pieces and not stuffed into the container. Food scraps can be wrapped in newspaper or can be placed in a paper bag. Organic materials cannot be contained in plastic bags or plastic containers of any kind including those labeled "compostable" or "biodegradable."