

TOWN OF HUNTINGTON

2013 LIQUID WASTE COLLECTION LICENSE APPLICATION

INSTRUCTIONS

APPLICATIONS ACCEPTED THROUGH NOVEMBER 15, 2012

Please type or print neatly. Complete ALL required sections. **Incomplete applications will be returned, resulting in a delay in processing.** If more space is needed to complete a section, please attach additional sheets where necessary as part of this application. If you are printing the application PDF from the Town's website, please note that the application has been reformatted and can now be printed on **letter-size paper**.

Submit one original application, which must be signed, dated and notarized. Complete applications with all attachments and this instruction sheet must be submitted by November 15, 2012 to the address shown below. Any application submitted after November 15, 2012 is subject to a late filing fee of \$100. If a corporation, please ensure to affix corporate seal where indicated on Pages 7 and 8. Deliver to:

**Town of Huntington
100 Main Street
Room 308
Huntington, NY 11743
ATTN: L. Poppke**

Use this checklist to ensure all required attachments are included with the application.

- Customer service schedule (Part II Item 4)
- Copy of fingerprint processing fee receipt issued by the Town Clerk, or duly executed affidavit required for foreign corporations (Foreign corporations listing new corporate officials must supply the fingerprints of the new individuals; please call the number below for instructions. Previously listed corporate officials must provide an affidavit annually.) (Part III Item 1)
- Original** certificates of insurance (Part III Item 2)
- Copies of DMV operator's licenses (Part III Item 3)
- Copies of motor vehicle registrations (Part III Item 4)
- Copies of motor vehicle insurance cards (Part III Item 4)
- Copies of NYS Part 364 Waste Transporter Permits (Part III Item 4)
- Application fees: \$500 includes first vehicle, \$200 each additional vehicle, \$100 late filing fee (if applicable), payable to JoAnn Raia, Town Clerk (Part III Item 5)
- Certificate of incorporation, if a corporation; or Certificate of Assumed Name, if a general partnership or individual; or for any other situation, proper authorization in accordance with requirements of New York State Law, if a foreign corporation (Part III Item 6)

If you have any questions, please call (631) 351-3186.