



Sidedoor Collection Service Application/Waiver and Affidavit Form
 City of El Paso, Environmental Services Department

Name _____ Birth Date _____
 Address _____ Telephone No. _____
 Zip Code _____ Water Account No. _____
 Email _____

Is another person the primary water account holder at this address?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does an individual reside at this address that is capable of placing the waste and recyclables carts at the curbside?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If both answers are marked "No," you are eligible for Sidedoor Collection service. **Please be aware that if you are approved for Sidedoor Collection Service, you are ineligible for a Senior and Disabled Citizens Discount.**

Please return to:
 Environmental Services Dept., 7968 San Paulo Dr., El Paso, TX 79907

I have read the attached rules and policy and agree to the conditions stated therein (please read reverse side of this form before signing).

Applicant's Signature: _____

<p>For Physician's Use Only</p> <p>If you are applying for Sidedoor collection, please have your physician answer and sign below; otherwise, you must attach certification of disability from Social Security Administration, Veteran's Administration or a public disability pension office.</p> <p>_____ is a patient under my care, and it is my opinion that he/she is physically or mentally unable to place his/her waste cart at the curbside.</p> <p>Physician's Signature: _____</p>

Office Address

Telephone No.

Environmental Services Dept. Use Only		
Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date :	_____
Approved By:	_____	
Reason for Denial:	_____	

I. Sidedoor Regulation: 9.04.100(C)

1. An applicant is eligible to receive Sidedoor collection if he/she meets the following criteria:
 - a. The applicant is the primary water account holder and has provided written documentation of one (1) of the following:
 - i. Certification from the Social Security Administration that the applicant for Sidedoor collection is the recipient of a social security or supplemental income disability pension;
 - ii. Certification from the proper administrative officer that the application for Sidedoor collection is the recipient of a public disability pension and classified as one hundred percent (100%) disabled;
 - iii. Certification from the Veterans Administration that the applicant for Sidedoor collection is the recipient of the Veterans Administration disability payments and classified one hundred percent (100%) disabled; or
 - b. The applicant lives alone, has a medical condition, and is incapable of transporting his Municipal Solid Waste or Program Recyclable Materials Carts to the Curbside.
 2. No more than one (1) Municipal Solid Waste Cart and one (1) Program Recyclable Materials Cart at any time will be assigned to the Residential Property receiving Sidedoor collection
 3. Approved Sidedoor customers must make carts accessible for collection by the Department at the side or front of residence, and not behind an enclosed fence or gate. The Department will not collect carts placed in the back yard or within an enclosed fence. Following collection, cart will be replaced in the same or closely approximate location from where it was retrieved.
 4. The Director shall have the authority to investigate and verify that recipients of Sidedoor collection have continued eligibility for Sidedoor collection.
 5. A person receiving Sidedoor collection is not eligible for a discounted refuse fee.
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II. Application

- 1) A resident applying for Sidedoor Collection must complete a Waiver/Affidavit Form and must supply all requested information. The form and any supporting documentation are to be mailed to:
Environmental Services Dept., 7968 San Paulo, El Paso, Texas 79907.
 - 2) A resident applying for Sidedoor Collection must provide a medical statement from their physician certifying the resident's inability to place their waste or recyclables cart at the curbside. The application must be signed by a physician, who is licensed to practice medicine in the United States.
 - 3) A resident applying for Sidedoor Collection is ineligible for this service if there is an individual living in the household who is capable of placing the carts at the curbside. Sidedoor collection applies both to waste and recycling carts.
 - 4) A resident receiving waste collection service in an alley is ineligible for Sidedoor Collection, since waste carts may remain in the alley with no requirement for removal.
 - 5) Customer must certify annually for eligibility for Sidedoor collection. If recertification is not received' the Sidedoor collection will be discontinued.
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III. Application Review

- 1) The application will be reviewed by the Director or designee. A home visit will be scheduled to satisfy eligibility. The applicant will be notified in writing of action taken on the application.
- 2) If Sidedoor Collection service is denied, the applicant has the right to appeal the denial to the ADA Coordinator, #2 Civic Center Plaza (City Hall 4th Floor), El Paso, Texas 79901.
- 3) An individual, when no longer qualifying for Sidedoor Collection, is required to notify the Director of the Department of Environmental Services, in writing. The letter should be addressed to:
Environmental Services Dept., Attn: Director, 7968 San Paulo, El Paso, Texas 79907.
- 4) The Department reserves the right to investigate an applicant's continued eligibility, if there is reason to believe that Sidedoor Collection service may no longer be warranted at the residence.

Staff Comments:
Container No.: