

The Commercial Program
How to Complete the Application Form

Please review and complete the enclosed application form. Completed forms must be signed, dated and returned to the City by mail or fax to the address at the top of the application form. Application forms that are not signed will not be processed.

Business and Business Owner Information

Clearly print your business name and address and provide correct information in all applicable boxes.

Type of Business

Please state the type of business, i.e. restaurant, green grocer, retail, etc.

Business License or Vendor's Permit Number

Please enter your business license or vendor's permit number and also provide a copy of your vendor's permit or other proof of business identification with your application. Only applications that have been signed by the business owner and dated and are accompanied with proof of business identification will be processed.

Registered Charitable Number

If your business is a charitable organization that is registered with Revenue Canada, please provide your Registered Charitable Organization Number.

Building Owner Information

In some cases, the building owner or property manager is responsible for providing recycling and garbage collection containers. Please provide the building owner or property manager's name and phone number.

New Business Information

Please let us know if you have recently established your business. Please provide all possible known information about the previous business that was located at your current business address.

Building Information

How large is the Ground Floor Area of the building in which your business is located?

Ground Floor Area (GFA) of the building (not the business) is required to establish eligibility for City service. The GFA is expressed in square metres (1 sq. metre = 10.76 sq. ft.) and is the total area of the building between the outside faces of the exterior walls at street level, excluding patios, verandas, garages and porches.

How many floors are in the building?

The number of floors is required to establish eligibility for City service. This excludes floors below the ground floor. The ground floor is no more than one metre below street level.

How many residential units are in the building?

The space of residential units is required to establish eligibility for City service. Please provide the number of residential units and indicate if they occupy more than one-third (1/3) of the total building floor space.

Plaza Information

Please indicate if your business is located in a strip mall or plaza.

Organics

Do you need to purchase bins for organics collection?

If your business is a restaurant, green grocer, food retailer, florist, or a large part of your waste is organic, you will probably need one or more 35-gallon wheeled bin(s) to participate in the organics collection program.

As a rough guideline, the 35-gallon bin will hold about 3 to 4 typical garbage bags or produce boxes of organic waste. Each 35-gallon organic bin costs \$71.45, including taxes.

Please indicate if you would like to purchase one or more wheeled bin(s).

If you need assistance to identify the appropriate number of bins, contact the **Commercial Hotline** at **416-338-3400**.

Do you need additional organics collection service?

A base level service of once per week collection of organics is provided at no charge.

Larger restaurants and food retailers may require more than the basic once per week service. They may request 2, 5 or 6 collections per week. This service may be purchased for a fee, as per the table below. Five collections per week provides Monday to Friday inclusive service. Six collections per week provides Monday to Saturday inclusive service.

Fee schedule

Frequency	Collection Days	Fees*
once per week	Varies with street location	no charge
2 times per week	Current collection night plus Saturday	\$367.85 per year
5 times per week	Monday to Friday inclusive	\$1,379.46 per year
6 times per week	Monday to Saturday inclusive	\$1,839.27 per year

***Fees:** Your business will be invoiced quarterly. Quarterly invoices must be **prepaid** in order to ensure continued service. Minimum subscription is one quarter (three months).

Two weeks notice is required for cancellation of service.

If you need assistance to identify the appropriate number of pick-ups per week, contact the **Commercial Hotline** at **416-338-3400**.

Rendering waste is not accepted. Rendering waste is leftover materials after the meat is removed from a slaughtered animal. These items may include the hide, hoofs, feathers or other inedible portion of the carcass.

Recycling

Do you need to purchase one or more wheeled bins for collection of recyclable materials?

Some businesses, such as bars and large restaurants that generate significant quantities of recyclable tin, glass and plastic each day, may need to purchase one or more 95-gallon wheeled bin(s) from the City to participate in the free recyclables collection.

Each 95-gallon recycling bin costs \$110.42, including taxes.

If you need assistance to identify the appropriate number of bins you may need, contact the **Commercial Hotline** at **416-338-3400**.

Containerized Garbage Service

Businesses producing large volume of garbage (at least five bags per week) may now qualify for containerized garbage collection, using 95 gallon (black) bins.

Each 95-gallon garbage bin costs \$110.42, including taxes.

Your business will be invoiced quarterly at a charge of \$231.64 per Garbage Bin for weekly collection service. Quarterly invoices must be **prepaid** in order to ensure continued service.

If you need assistance to identify the appropriate number of bins you may need, contact the **Commercial Hotline** at **416-338-3400**.

Signature

Please remember to sign and date the application. Applications that are not signed by the business owner will not be processed.