

As stated in the Municipal Freedom of Information and Protection of Privacy Act, section 2(2.1) and 2(2.2), information collected on this form is considered business identity information. Business identity information could be publicly available and/or disclosed upon request, unless an exception applies.

This form is only used to order additional bins or to replace stolen or missing bins. **If you need to replace broken bins you have on site, please email swmsupport@toronto.ca.**
(Please use your business email for any communication with us).
You will be invoiced for bins ordered on this form.

Office use Only

Submitted Date: (yyyy-mm-dd)

Approved?: _____

Yes _ No Reason for

Denial: Effective Date

(yyyy-mm-dd):

Note: Please allow up to 14 days for the processing of the form and additional days for delivery of bins.

School Information		
School Name		
Service Address (Street Number, Street Name, Suite/Unit Number, City/Town, Province)		
Postal Code	Select applicable Board. <input type="checkbox"/> TCDSB <input type="checkbox"/> TDSB <input type="checkbox"/> Other (please specify):	
Authorized Representative for School Boards		
Name (First, Last)		
Billing Address (Street Number, Street Name, Suite/Unit Number)		
Billing Address Line 2 (City/Town, Province, Postal code)		
Section (if applicable)	Unit/Department (if applicable)	
Business Telephone Number (Including extension)	Alternate Business Telephone Number ()	
Business Fax Number	Business Email	
Date (yyyy-mm-dd)	Authorized Representative Signature (Request cannot be processed without Divisional Supervisor/Manager's Signature)	
Garbage Bin (95B) (\$128.05 each before tax)	Additional Bin Quantity _____	Missing/Stolen Bin Quantity _____
Recycling Bin (95S) (\$128.05 each before tax)	Additional Bin Quantity _____	Missing/Stolen Bin Quantity _____
Organic Bin (35O) (\$82.86 each before tax)	Additional Bin Quantity _____	Missing/Stolen Bin Quantity _____
Delivery Instructions including On-Site Contact information ***Signature will be required to receive bins***: (Please provide detailed instructions of where the bins should be placed upon delivery, i.e. Place at back of building)		
Completed form must be returned via ONE of the following methods:		
Mail	School Boards Bin Order Collections, Contracts and Program Support 86 Ingram Drive, Ingram Yard, Toronto, ON M6M 2L6	
Fax	Attn: School Boards Bin Order (416) 392-0396	
Email	Attn: School Boards Bin Order swmsupport@toronto.ca (Please use your business email for any communication with us)	