



# CART CHANGE APPLICATION

Residential Automated Curbside Solid Waste

Personal information is collected under section 26(c) of the Freedom of Information and Protection of Privacy Act (FIPPA) and will be used to administer the Town of Comox [Solid Waste Management Bylaw No. 2027](#). Questions? Contact the Town at [town@comox.ca](mailto:town@comox.ca) or 250-339-2202.

## 1) ADDRESS FOR CART CHANGE

Civic House #: \_\_\_\_\_ Unit #: \_\_\_\_\_ Street Name: \_\_\_\_\_

## 2) SELECT CART CHANGE(S) on page 2 (cart sizes are printed on cart lids)

## 3) PROPERTY OWNER INFORMATION

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

## 4) PROPERTY OWNER DECLARATION

By signing this application, I confirm that:

- **I am the property owner** of the **Address for Cart Change** listed above.
- The information I provided in this application is accurate.
- I authorize the Town to invoice or apply applicable charges or credits to my Solid Waste Utility Fees.
- I agree to the terms outlined in this application and understand that:
  - If I **Add Cart** then sell my property, I will apply to **Return Added Cart** at least one month prior to moving - added cart will not be left for new owner or taken to another address.
  - Cart changes remain in place for one full year before another change will be considered.
  - Carts provided may have been previously used.

\_\_\_\_\_

Date

\_\_\_\_\_

Property Owner Signature

## 5) SUBMIT APPLICATION

Email to [publicworks@comox.ca](mailto:publicworks@comox.ca) or deliver to 1390 Guthrie Road, Comox BC V9M 0A5

### NEXT STEPS:

The overall cart change process can take several weeks, or longer.

**TOWN PUBLIC WORKS** will contact you to advise of the application outcome. If the application is approved:

**EMTERRA (the collection contractor)** will complete the cart change at your curb.

If the change includes an exchange or return, the contractor will first phone you to arrange a date for you to have your cart empty and clean, placed at your curb

**TOWN FINANCE** will apply fees:

- **Processing Fee** of \$35 per cart that is being exchanged, added, or returned
- **Automated Collection Service Fee**, pro-rated for the current year (see pg 2) and, the full rate each year thereafter (see [Fees and Charges Bylaw No. 2058](#))

**2026 Automated Collection Service Fees** are listed below - future years are in [Bylaw 2058](#).

### EXCHANGE CART

- The cart/s being exchanged by you must be clean, empty and have only reasonable wear and tear.
- Exchange must be for the same cart type and quantity.
- Below, select the cart/s you want to exchange your existing cart/s for.

#### Recycling

- Recycling 240L – \$27.77 annually
- Recycling 360L – \$34.50 annually

#### Organics

- Organics 120L – \$145.00 annually
- Organics 240L – \$156.85 annually
- Organics 360L – \$177.58 annually

### ADD CART

- If you later sell your property, you must submit a **Return Added Cart** request (see below) at least one month before moving as carts cannot be transferred to a new owner or a different address.
- Below, select the cart/s you want to add.

#### Recycling

- Recycling 240L – \$58.62 annually
- Recycling 360L – \$64.81 annually

#### Organics

- Organics 120L – \$145.00 annually
- Organics 240L – \$156.85 annually
- Organics 360L – \$177.58 annually

#### Garbage (maximum one)

- Garbage 120L – \$267.96 annually

Provide your reasons for **needing** an additional **garbage** cart. This will be considered to confirm that recycling and organics are being properly used and may be followed by an onsite waste audit before additional garbage capacity is approved.

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### RETURN ADDED CART

- Added carts can be returned after one full year or at least one month prior to selling the property.
- The annual fee (below) will be pro-rated for the remainder of the calendar year.
- Below, select the previously added cart/s that you now want to return.

#### Recycling

- Recycling 240L – \$58.62 annually
- Recycling 360L – \$64.81 annually

#### Organics

- Organics 120L – \$145.00 annually
- Organics 240L – \$156.85 annually
- Organics 360L – \$177.58 annually

#### Garbage

- Garbage 120L – \$267.96 annually