



Sarasota County Advanced Payment Account (APA) Terms and Conditions

As established by Resolution 2023-119, an Advanced Payment Account Customer (APA) is a customer that has an account with a prepaid amount of cash in it to pay for tipping fees and APA charges. These terms and conditions are provided to establish an APA for the exclusive use of disposing of solid waste at the Central County Solid Waste Disposal Complex (CCSWDC) located at 4000 Knights Trail Road, Nokomis, FL 34275.

1. Approved APA customers shall abide by the terms and conditions as set forth in this document.
 2. Customers shall complete the APA application and submit it for approval along with the APA set-up fee of \$150.00 and applicable \$1,000.00 minimum payment required to the Solid Waste Department to establish an APA.
 3. All payments including the APA set-up fee, the minimum amount required to establish the account, and future payments to replenish the APA can be paid by cashier's check, money order, cash, credit card, online payment, or personal or business check. If the minimum to establish the account is paid with a personal or business check, the activation of the APA will be delayed five business days for local checks and ten business days for out-of-county checks.
 4. To make an online payment, visit scgpaynow.scgov.net. Checks can be mailed or delivered to the CCSWDC. Cash will be accepted at the CCSWDC Administration Building during normal business hours.
 5. Replenishment of money into an APA is limited to one credit card or online payment transaction per week (7 day period). Replenishment by cash or check is unlimited and is applied to the account for immediate use.
 6. At any time, upon written request, the APA may be closed by the APA Account Manager and refund the remaining balance in the account. The account closure request is subject to review by the Solid Waste Department and must meet refund guidelines set forth by the Clerk of the Circuit Court and County Comptroller's Office. The remaining balance cannot be refunded during a month where disposal activity occurred; it will be refunded the following month. Upon approval, any remaining balance in the APA will be refunded by the original method of payment utilized to establish the APA. Refunds may take up to 60 business days from the date the termination notice was received by the Solid Waste Department.
 7. APA account set-up fee includes up to five account access cards. Additional account access cards are \$5 each. Only Solid Waste Department issued account access cards will be accepted for payment and access to the APA. No other forms of payment shall be accepted at the time of service.
 8. Lost account access cards shall be reported immediately to the Solid Waste Department at SCLandfill@scgov.net or 941-861-1582. The APA customer will be responsible for all fees and charges incurred on an account access card until notification has been made to the Solid Waste Department and the Solid Waste Department has acknowledged the notification to the APA Account Manager.
 9. All APA customers are required to have their vehicles weighed in and out each time they dispose of solid waste. The disposal fee will be charged at the prevailing rate established by the Sarasota County Commission.
 10. At all times, the APA must have sufficient funds available to pay for the entire disposal fee.
 11. The Solid Waste Department will provide a monthly statement of account activity to the contact(s) specified on the APA application. Electronic statements will be sent from no-reply@scgov.net by the 6th of the month and will itemize the previous month's usage and show available funds as of the end of the previous month.
 12. The Solid Waste Department will provide a report with the available balance on the account to the contact(s) specified on the APA Application. Electronic balance reports will be sent from no-reply@scgov.net on the day(s) and time(s) requested on the APA application. Although this number shows as a negative, it reflects the available balance on the account and not a negative balance.
 13. The Solid Waste Department will provide a report with transaction tickets to the contact(s) specified on the APA Application. Electronic reports will be sent from no-reply@scgov.net.
 14. Add no-reply@scgov.net to your approved email acceptance list to prevent communications from going to junk mail.
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15. An APA will be terminated by the Solid Waste Department when the terms and conditions of the APA are not met or one of the following occurs:
 - The APA account holder fails to submit the annual APA verification form by the due date.
 - The APA does not have sufficient funds available to pay the annual account fee on the account set-up date anniversary.
 - A payment other than the account access card is used at the time of service.
 - The APA has been replenished more than once per week by credit card or online payment.
 - At the time of service, the APA balance is less than the amount owed for tipping fees.
 - The APA remains inactive for a rolling time period of six months.
16. The Solid Waste Department will notify the APA Account Manager by email or phone that the APA account is being terminated. If contact with the APA Account Manager is not successful, notification of termination of the APA account will be sent by certified mail. The remaining balance in the APA, if applicable, will be refunded by the original method of payment utilized to establish the APA. Refunds may take up to 60 days from the effective date of the termination.
17. By terminating the APA, the company will be considered a cash customer. All company drivers will be required to present their driver's license and pay for services with an acceptable payment method at the time of any/all future disposals. After an APA is terminated, a customer is not eligible to re-apply for a new APA for 12-months from the date of termination.
18. The following non-refundable fees apply to the APA and will not be pro-rated:

| ADVANCE PAYMENT ACCOUNT FEE SCHEDULE (effective 10/01/23) | | |
|---|-----------|---|
| FEE | AMOUNT | DESCRIPTION |
| APA account set-up fee | \$ 150.00 | Includes APA account setup, first-year annual fee and up to five account access cards. |
| APA annual account fee | \$ 100.00 | Due annually on the anniversary date of APA activation. Annual fee will be automatically withdrawn from APA balance. |
| APA account access card | \$ 5.00 | Cost of each additional access card beyond the five included with account set-up. |
| Returned check fee | Varies | Checks valued \$50 or less will be a \$25 fee per check. Checks valued over \$50 will be a \$30 fee per check or prevailing bank fee, whichever is greater. |
| Tipping fees | Varies | Billed at applicable rates at time of service |

19. If you have questions regarding your APA, please contact:

Sarasota County Solid Waste Department
 4000 Knights Trail Road
 Nokomis, FL 34275
 Email: SCLandfill@scgov.net
 Phone: 941-861-1582

I, as the representative for _____ (company name), acknowledge and fully understand the Advanced Payment Account Terms and Conditions and will adhere to such, or the APA will be terminated.

Signature: _____

Printed Name: _____

Date: _____



Advanced Payment Account (APA) Application

APPLICANT INFORMATION

Company Name/DBA: _____

Mailing Address: _____

Account Manager Name: _____

Phone: _____ Email: _____

Preferred contact method: Phone Email

Accounts Payable (AP) Name: _____

Phone: _____ Email: _____

Preferred contact method: Phone Email

Additional Contact Name (if needed): _____

Phone: _____ Email: _____

Preferred contact method: Phone Email

ACCOUNT ACCESS CARDS

APA account set-up fee includes up to five account access cards. Additional account access cards are \$5 each. Only Solid Waste Department issued account access cards will be accepted for payment and access to the APA. No other forms of payment shall be accepted at the time of service.

Number of vehicles that require account access cards _____

ACCOUNT COMMUNICATION

Please identify where to send the following. Select all that apply.

Important notices (i.e. rate changes, closures, etc.): Account Manager AP Additional contact

Monthly statements: Account Manager AP Additional contact

Available balance emails: Account Manager AP Additional contact

Time and frequency to receive available balance email: 7 a.m. 6 p.m.

Monday Tuesday Wednesday Thursday Friday Saturday

Transaction tickets email: Account Manager AP Additional contact

Frequency to receive transaction tickets: Daily Weekly

ACCEPTANCE

I, as the representative for the company named above, have received the APA Terms and Conditions. I understand that this is a prepaid account only and is not an open charge account. I hold Sarasota County and its personnel harmless from any fraudulent account activity.

Signature: _____ Printed Name: _____ Date: _____

For office use only:

APA available for use on: _____ Set up by: _____ Date: _____

Setup Fee and minimum payment method:

Cash Online payment Credit card Business check Personal check Money order Cashier's check

Waste Overview for Advance Payment Account (APA) Customers

Sarasota County's Central County Landfill only accepts waste generated in Sarasota County*. Materials generated outside of Sarasota County will not be accepted. All customers using the Central County Landfill, including out-of-county and out-of-state contractors, must show proof* that materials were generated in Sarasota County. Contractors that are unable to provide proof of waste generation in Sarasota County will not be able to dispose of materials at the Central County Landfill. **Self-loading truck/trailers (i.e. claw trucks, grapple trucks, etc.) or semi-tractor trailers with garbage or construction and demolition (C&D) debris** that are not affiliated with Sarasota County's franchise hauler, the cities of Sarasota, Venice and North Port and Sarasota County Government are NOT permitted to use the Central County Landfill.

To be considered for C&D disposal, materials must be either generated from the construction, destruction or renovation of a structure as part of a construction or demolition project or scrap materials from manufacturing facilities that are generally used in construction projects and meet the definition of construction and demolition debris found in Section 62-701.200(24), Florida Administrative Code.

C&D waste consists of discarded materials generally considered to be not water soluble and non-hazardous in nature. This includes steel, glass, brick, concrete, asphalt material, pipe, gypsum wallboard and/or lumber from the construction, renovation or destruction of a structure. C&D does not include furniture, mattresses or household items. Listed below are examples of materials accepted for C&D disposal at the Central County Landfill. All accepted items MUST BE SEPARATED from non-accepted items for disposal. **Unseparated waste is subject to additional fees.**

C&D MATERIALS ACCEPTED AT THE LANDFILL

- Asphalt material
- Brick
- Cabinets
- Clean cardboard
- Concrete
- Concrete blocks
- Counter tops
- Drywall
- Electrical wire, receptacles, conduit
- Flooring (not carpet or padding)
- Gypsum wallboard (drywall)
- Lighting fixtures without bulbs or ballasts
- Lumber
- Metal
- Metal scraps
- Plumbing fixtures (toilets, sinks)
- Roofing materials
- Pipe
- Siding (non-asbestos)
- Windows

MATERIALS NOT ACCEPTED AS C&D, OR IN C&D LOADS, AT THE LANDFILL**

- Athletic equipment
- Broken window glass without the frame
- Carpet and carpet padding
- Clothing
- Creosote poles
- Dirt/soil
- Fence (all types)
- Furniture
- Household goods
- Landscape lumber/timber
- Land clearing
- Putrescible waste (garbage)
- Underground pipe, culverts
- Vegetation

*Valid permit issued by a regulatory agency in Sarasota County, stating the parcel number, property owner's name and address (quantity of uses per permit may be limited) or a contract or other form of agreement showing the contractor names, hauling company (if applicable), the resident's name and address of where the work is occurring that is generating the waste.

**Standard disposal fees apply.