



Dear Program Participant:

Thank you for your interest in proper disposal of hazardous waste from your business. The Regional Collection Center (RCC) will only accept hazardous waste from a business determined to be a Very Small Quantity Generator (VSQG). A VSQG is a business that generates no more than 220 pounds of hazardous waste per month and stores no more than 2,200 pounds on site at any one time and less than 2.2 pounds of acutely hazardous waste on site at any time. Check your businesses generator status at:

<http://www.epa.gov/enviro/facts/rcrainfo/search.html>

If you have any questions about what is hazardous waste or you have trouble determining your hazardous waste generator status, the staff at the Dubuque Metropolitan Area Solid Waste Agency are available to help answer your questions.

The facility is open by appointment only, so please call to arrange an appointment time. Appointment times are typically available Monday through Friday between 7:30 a.m. and 3:30 p.m.

Enclosed you will find information related to the VSQG program, including a certification form, a price list and handling procedures. The certification form and a copy of the shipping manifest must be returned prior to the hazardous waste arriving for disposal. Please email the completed certification form to:

RCC@cityofdubuque.org

Thank you again for your interest.

Sincerely,

A handwritten signature in black ink that reads "Doug Hughes". The signature is written in a cursive, flowing style.

Doug Hughes
DMASWA Facility Supervisor



Shipping procedures for participation in the Very Small Quantity Generator (VSQG) Hazardous Material Disposal Program.

1. Registration

- a. Your business must fill out the certification form and the shipping manifest and return a copy of each to the email address listed on the cover letter prior to your disposal appointment. This form will certify that you are a VSQG and register your business with our program.
- b. Agency staff will then review this form and you will be contacted to set up a time for delivery.

2. Shipping Papers

- a. Shipping Papers will consist of
 - i. Copy of the completed certification form
 - ii. Copy of the shipping manifest with a count of each items containers, the container size and the chemical state (S=Solid, L=Liquid, G=Gas).
 - iii. The driver must print, sign and date the form.

3. Disposal

- a. Participants must make an appointment for waste disposal; failure to pre-certify and/or make an appointment will result in a surcharge fee being assessed.
- b. Appointments will be scheduled on Monday-Friday
- c. All containers are to be labeled and must be left with the RCC.
- d. All items being dropped off will be sorted and weighted while the driver is on site.

4. Billing

- a. Once all the items have been sorted and weighed an Agency employee will complete the shipping manifest and prepare the bill. All customers will be billed on site.
 - i. Acceptable forms of payment are a credit card or a pre-established charge account with the Agency.



Regional Collection Center VSQG Product Price Listing		
D.O.T Hazard Class Items	Unit	Cost
Latex Paint	<i>pound</i>	\$1.25
2.1 Aerosols	<i>each</i>	\$2.50
2.2 Cylinders - Propane	<i>each</i>	\$5.00
2.2 Cylinders - Other Gases	<i>each</i>	Call
3.0 Flammable Liquids-Loose Pack	<i>pound</i>	\$2.00
3.0 Flammable Liquids-Bulk Pack	<i>pound</i>	\$1.75
3.0 Waste Oil/Filters	<i>pound</i>	\$0.75
3.0 Oil Based Paint	<i>pound</i>	\$1.75
3.0 (6.1) Flammable Toxic	<i>pound</i>	\$4.00
4.1 Flammable Solids	<i>pound</i>	\$7.50
4.2 Self Heating	<i>pound</i>	\$16.75
4.3 Dangerous When Wet	<i>pound</i>	\$42.00
5.1 Oxidizer	<i>pound</i>	\$3.75
5.2 Organic Peroxide	<i>pound</i>	call
6.1 Toxic Materials (Pesticides)	<i>pound</i>	\$3.25
8.0 Corrosive-Acid/Base	<i>pound</i>	\$3.25
8.0 Ni-Cad Batteries	<i>pound</i>	\$1.00
8.0 Mercury-Debris	<i>pound</i>	\$27.25
9.0 Lithium Batteries	<i>each</i>	\$0.50
Antifreeze	<i>pound</i>	\$1.00
Light Bulbs	Unit	Cost
Fluorescent Tubes	<i>each</i>	\$1.00
Compact Fluorescent	<i>each</i>	\$1.00
U-Shaped, Circular, Hardshell	<i>each</i>	\$1.00
HID Bulbs	<i>each</i>	\$1.00
Shatter Shield	<i>each</i>	\$1.00
UV Lamps	<i>each</i>	\$2.75
Ballasts/Transformers/Capacitors	<i>each</i>	\$2.00
Sharps	Unit	Cost
Sharps-Large box	<i>each</i>	\$35.00
Sharps-Small Container	<i>each</i>	\$2.00

*Items not listed here will be billed at the Agencies contracted disposal rate.

**Prices subject to change.

3/6/2018

Very Small Quantity Generators (VSQG) CERTIFICATION FORM

I certify that I am a hazardous waste generator within the State of Iowa/Illinois/Wisconsin and because of the small volume of hazardous waste generated and/or stored, I qualify for Very Small Quantity Generator (VSQG) status. I understand that to qualify for VSQG status, I must meet both of the following conditions (as defined by 40 CFR Section 261.5):

- 1. Generate less than 220 pounds per month (100 kg) of all other hazardous waste, and never store more than 2,200 pounds (1,000 kg) on the site at any time; and**
- 2. Generate less than 2.2 pounds per month (1 kg) of acute hazardous waste, and never store more than this amount on site at any time.**

I further understand that if, in the future, I exceed the quantity limitations described above, I will become subject to additional regulation as a hazardous waste generator and will no longer be eligible to participate in this type of collection program.

I, the undersigned, have read the above statements and understand the conditions and provisions that apply to the use of the Dubuque Regional Collection Center. I certify that I have the right to make these statements on behalf of my business.

Name: _____
(Please Print)

Signature: _____ Date: _____

Business Information

Business Name: _____

Business Type: _____

Billing Address: _____
(Street) (City) (State) (County) (Zip)

Site Address: _____
(Street) (City) (State) (County) (Zip)

Contact Name/Title: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

EPA Identification Number: _____

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Completed by RCC Personnel

Verified Generator Status: _____ Date: _____ Initials: _____
WasteWorks Information: _____ Account: _____ Job Code: _____



VSQG Shipping Manifest

Shipped From:	Shipping to:
Name:	Dubuque Metropolitan Area Solid Waste Agency
Address:	Regional Collection Center
City: State: Zip:	14501 Highway 20 West
PH#: EXT.:	Dubuque, IA 52001 PH#: (563) 557-8220 EXT. 2
EPA ID NUMBER:	Permit Number: 31-SDP-02-75

Materials Listing

#	Chemical Name (Send MSDS for multi-component commercial product item) or Light Bulb Type	Number of Containers	Container Size	Chemical State (S=Solid, L=Liquid, G=Gas)*	Weight (to be completed by Agency Staff)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

Driver (Printed Name)	Driver Signature:	Shipping Date:
RCC Employee (Printed Name)	RCC Employee Signature:	Date Received:

*Not needed for Light Bulbs