



City of Laredo Solid Waste Services  
 6912 HWY 359 Laredo, Texas 78044-1965  
 Phone: (956) 796-1098



### Service Request Form for Willie Botes (garbage carts) for Event

Fill out form completely especially required red-outline fields.

**Applicant Name:** \_\_\_\_\_ **Applicant Phone number:** \_\_\_\_\_

**Name of contact person at event:** \_\_\_\_\_ **Contact person cell number:** \_\_\_\_\_

**Name of event:** \_\_\_\_\_

**Address of event:** \_\_\_\_\_ **Event Starting Time:** \_\_\_\_\_

**Date of event:** \_\_\_\_\_ **Estimated amount of people at the event:** \_\_\_\_\_

**Organization name:** \_\_\_\_\_ **Phone number:** \_\_\_\_\_

**Organization Address:** \_\_\_\_\_ **Laredo, Tx Zip Code:** \_\_\_\_\_

**City Sponsored Event**  **Non-City Sponsored Event** (Must be open to the public and sponsored by non-profit, church, or charity).  
 Project Number: \_\_\_\_\_

**Option # 1:** If request a pproved, Solid Waste Services will provide green carts for garbage collection at the event. This service is at no cost for City Sponsored events only. Non-City Sponsored events have a \$180.00 service fee. This fee includes delivery and pick-up of green carts for garbage and disposal of waste.

Quantity of Garbage Carts: \_\_\_\_\_ Recycle Carts: Up to 4  Number of days that carts are needed at site: \_\_\_\_\_  
 Date and time of delivery: \_\_\_\_\_ Date and time of pick-up: \_\_\_\_\_

**Option # 2:** If request a pproved, Solid Waste Services will provide garbage carts, garbage trucks, and personnel for the event. One crew consists of 3 employees and can service an event up 250 people. Service includes staff monitoring garbage carts and emptying them as needed. This service is at no cost for City Sponsored Events only. The service fees for Non-City Sponsored events are as follows: One crew (3 employees) service fee is \$180.00 an Hour, two crews (6 employees) service fee is \$360.00 an hour, and three crews (9 employees) is \$540.00 a n hour.

Quantity of Garbage Carts: \_\_\_\_\_ Recycle Carts: Up to 4  Number of days that carts are needed at site: \_\_\_\_\_  
 Date and time of delivery: \_\_\_\_\_ Date and time of pick-up: \_\_\_\_\_  
 Number of hours requested for the crew to be at site: \_\_\_\_\_

Please check one box.  **ONE CREW**(3 employees) \$180.00 an hour  **TWO Crews**(6 employees) \$360.00 an hour  **THREE CREWS** (9employees) \$540.00 an hour

**Staff is not responsible for garbage that is left outside the carts. All garbage must be inside the cart. Any lost or damaged carts will be \$50.00 per cart. This form must be submitted 14 (fourteen) days prior to date of request. The completion of the form does not mean your request has been approved. Approval of this request will be based on department policy, availability of staff, and City of Laredo policy.**

**Signature of applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

FOR OFFICE USE ONLY	
<input type="checkbox"/> Request is Approved <input type="checkbox"/> Request is Denied	Signature of Director: _____
Date: _____	Comments: _____
<input type="checkbox"/> Request is Approved <input type="checkbox"/> Request is Denied	Signature of City Manager or Assistant City Manager: _____
Date: _____	Comments: _____