

## Pay per Use Pass Application

City of Minneapolis - Solid Waste & Recycling

Property must be within the City of Minneapolis limits. You must have an active City of Minneapolis Utility Account in order to use the South Transfer Station as a Pay per Use customer. A Pay per Use pass is required. The Pay per Use Pass Application must be completed before a Pay per Use Pass will be issued. Payment will be recovered through the account listed. No cash, check or credit cards will be accepted at the site.

### Vehicle Requirements

- A licensed motorized vehicle with at least four tires is required for access. All vehicles must be less than 25 feet in length, bumper-to-bumper, including trailer. No commercial vehicles.

### Pass Rules

- The Pay per Use Pass application is **valid for one pass, one load**. A vehicle and trailer is still one load. No weight or piece limits. Payment is required for all weight, large recyclable items (mattresses, appliances, etc.) and tires disposed.
- Pay per Use Pass Applications must be submitted, and a Pay per Use pass must be issued before each visit.
- Address on the driver’s license must match the service address or mailing address on the pass. If the driver’s license does not match, you must present a current utility bill or property tax statement for the service address to the attendant at the site.

### Material Guidelines

- No commercial waste accepted. No hazardous waste, paint cans, fluorescent lights, liquids, auto parts, yard waste, or dirt are accepted. All loads must be dumped as directed by the attendant.

### Pay per Use Rates (taxes and fees will be added to all charges)

Minimum	Per Ton	Lg. Recyclable Item	Tire 17” or less	Tire 18” – 50”	Tire Over 50”	Admin. Fee	SWM Tax	Henn Co Fee
\$40.00	\$117.86	\$25.00 each	\$6.00 each	\$14.00 each	\$25.00 each	\$15	9.75%	15.5%

### Instructions

- All required fields must be completed, or the Pay per Use Pass Application will be deemed invalid.
- A copy of the Utility Bill Payer’s Driver’s License or other State Issued ID MUST accompany the application. The Utility Bill payer information must match the City of Minneapolis Utility Billing records for the property.
- Submit the Pay per Use Pass Application by email at [SWRcustomer@minneapolismn.gov](mailto:SWRcustomer@minneapolismn.gov). **You MUST allow at five (5) business days for processing.**
- You must call our office to have your pass issued.** Customer Service is available at 612-673-2917.

<b>Pay per Use Pass Application</b>	
I, _____, the Utility Bill Payer understand that I will be charged for all materials disposed using the Pay per Use Pass, and I authorize the City of Minneapolis to add those charges, taxes, and fees to my Utility Bill.	
*Required field	
Service Address*	
Utility Bill Payer Name*	
Utility Bill Account Number*	
Daytime Phone Number*	
Signature* (no electronic signatures)	Date*
Name of person using the pass (if different than the Utility Bill Payer)	Date of Visit*

**OFFICE USE ONLY:** Photo identification reviewed to validate signature.  
 Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_ Tracking Number: \_\_\_\_\_