

**City of Jamestown  
Walk-Up Collection Service Application Form**

The City of Jamestown provides Walk-Up Service to residents who need assistance getting the recycling and garbage carts to the automated collection point. The garbage/recycling driver will walk up to the home, bring the cart to the truck, empty it, and return the cart to its original location.

Drivers will not enter buildings to retrieve carts. Garbage and recycling must be in the cart to be collected.

**The Walk-Up Service fee is \$10.00 per month and** is billed monthly on the City Utility bill.

To apply for this service, complete, sign and submit this application form.

**Part 1: Contact information/service address**

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

Email Address \_\_\_\_\_

Name(s) of Others responsible for Utility Payments \_\_\_\_\_

**Part 2: Walk-up services requested (check only those that you require)**

(Fee remains the same if only one is chosen)

Garbage Cart

Recycling Cart

**Part 3: Walk-up service location**

At the back door

At the front door

Other (please describe)

\_\_\_\_\_  
\_\_\_\_\_

**Part 4: Duration needed (3 month minimum)**

Temporary

Start Date \_\_\_\_\_

End Date \_\_\_\_\_

Permanent

→ → →

**I understand that:**

- I must register for at minimum three (3) months of Walk-Up Service.
- My home address must be visible from the front street or alley (if applicable).
- My carts must be easily visible and accessible on my designated collection day and no more than 75 feet from the automated collection point and all garbage must be inside of container with lid closed.
- I must advise the City of Jamestown immediately if I no longer need to receive Walk-Up Service, or if any information on this form changes.
- The monthly fee for this service is \$10.00, which will be billed on my City Utility bill.
- Walk-up service will only be provided to residents with no outstanding bills due to the City of Jamestown. (example: Water Utility, Landfill/ Baler Tickets/Invoices)
- This application is subject to the approval of the Sanitation Forman, this may take up to ten (10) business days from date of application.

**Signature of Applicant** \_\_\_\_\_ **Date** \_\_\_\_\_

**Printed Name of Applicant** \_\_\_\_\_

**Please return this application form:**

- By mail to City of Jamestown, 102 3<sup>rd</sup> Avenue SE, Jamestown, ND 58401
- By email to [utilities@jamestownnd.gov](mailto:utilities@jamestownnd.gov)
- By fax to 701-252-5903

**For more information**

- Call 701-252-5900
- Email [utilities@jamestownnd.gov](mailto:utilities@jamestownnd.gov)

|                              |
|------------------------------|
| For office use only          |
| Date Received: _____         |
| Received by: _____           |
| Approved by: _____           |
| Sent to Recycle ND by: _____ |