

**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. Garbage cart will be collected on Wednesday. The recycling cart will be collected on regular designated collection day.

**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: Application Type**

Initial Application                       Renewal

**Part 3: Walk-up services requested (check only those that you require)**

(Fee remains the same if only one is chosen)

Garbage Cart                       Recycling Cart

**Part 4: Walk-up service location**

At the back door                       At the front door                       Other (please describe)

**Part 5: Duration needed (3 month minimum)**

Temporary                      Start Date \_\_\_\_\_                      End Date \_\_\_\_\_

Permanent/long term (annual renewal is required)

**I understand that:**

- I must register for at least 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
- 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
- I have no outstanding late fees or outstanding late payments on my City utility account(s)
- This application must be approved by the City Administrator

**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: _____