

## MANDATORY SOLID WASTE COLLECTION SERVICE 2024 VACANCY FEE WAIVER PROGRAM OVERVIEW

Residential Solid Waste Collection Service is Mandatory in designated unincorporated areas of San Bernardino County. Customers are invoiced for services quarterly based on the minimum service requirement or their service level selection. Customers whose homes are vacant or have infrequent use may apply for a Fee Waiver program. This Fee Waiver program is validated by submitting your Edison Bill showing low electrical usage each month being considered. Vacancy Fee Waivers are granted one time per year for the prior year's qualified months, where a household is at or below a six (6.00) Kilowatt Hour (KwH) daily average of electrical use for any given month requested. Customers who have met the requirements of the Vacancy Fee Waiver Program will receive a credit or refund equal to base service fees paid for qualified months. Customers may not qualify for the Vacancy Fee Waiver Program during any month the customer utilizes the Clean Mountain Sites or curbside trash/recycling/green waste collection programs. Accounts must be paid in full by December 31, 2024, to qualify for a fee waiver. Credits or refunds will be issued after the applications have been reviewed/approved.

In order to receive credit or refund consideration for the previous year's qualified months, the Vacancy Fee Waiver Application must be completed and sent to Mountain Disposal at 111 E. Mill Street, San Bernardino, CA 92408. Once the Vacancy Fee Waiver Application is received, a non-refundable Application Fee of \$32.63 will be assessed to the account requesting the Vacancy Fee Waiver, and the application will be processed. The Application Fee will be assessed whether the Vacancy Fee Waiver Application is approved or not.

### Requirements for Vacancy Fee Waiver Requests:

1. Completed Vacancy Fee Waiver Application Form.
2. Submittal of qualified monthly electric bills, showing the service address for **each** month being considered (electric bills from the prior calendar year need to show an average daily use of 6.00 kWh or less for each qualifying month). Statement of Accounts from the power company will not be accepted. The usage graph from one month will not be accepted as verification for any other months.
3. Account requesting a Vacancy Fee Waiver shall be current, with no past due balance, as of December 31, 2024, and no portion of this account will have gone to a property lien during 2024. Accounts with delinquent balances that have been liened will not have those balances eligible for Vacancy Fee Waiver consideration.
4. Customer affirms by their signature on the Vacancy Fee Waiver Application that there was no use of the Clean Mountain Sites or curbside trash/recycling/green waste collections programs during the requested Fee Waiver month(s).
5. The Vacancy Fee Waiver Application review period is January 1, 2025, through February 28, 2025, for the 2024 calendar year for credit or refund requests. Vacancy Fee Waiver Applications must be received or postmarked **no earlier than January 1, 2025, and no later than February 28, 2025.**
6. Customers may only apply for the prior calendar year's service (January-December).
7. Short-Term Rental properties are not eligible to participate in the Vacancy Fee Waiver Program.
8. Properties with Solar Power must submit monthly Edison bills showing the consumption and the net generation credits. The fee waiver will be calculated on the consumption usage before the net generation credits are issued to confirm an account has generated 6 kwh or less.
9. A non-refundable Application Fee of \$32.63 for the period of January-December 2024 will be assessed to the account requesting the Vacancy Fee Waiver whether the application is approved or not. An additional Application Fee will be assessed for *each* subsequent or duplicate submission.

**Please note: Incomplete Vacancy Fee Waiver Application forms will be denied. Requested re-examination of updated applications within the allotted timeframe shall be subject to an additional application fee. Customers will have until February 28, 2025, or a maximum of 30-days from the date printed on the Response Letter, whichever is later, to reapply and provide any missing information.** Vacancy Fee Waiver Application forms may be mailed, emailed, delivered to our office, or filled out online by going to the Burrtec website ([www.burrtec.com](http://www.burrtec.com)) and selecting your service area. If submitting your application online, please scan and attach all qualified monthly electric bills.

**Included with this notice is a Vacancy Fee Waiver Application form. These Application forms are also available at the Mountain Disposal Customer Service Office located at 988 Waterman Canyon Rd, Crestline, CA. Vacancy Fee Waiver Applications and supporting electric bills may be submitted electronically on our website, emailed, returned to our Mountain Disposal Customer Service Office or mailed to the address at the bottom of the Vacancy Fee Waiver Application page. Faxed applications will not be accepted. After a thorough review of the Vacancy Fee Waiver Application, all applicants will be contacted in writing regarding the result of their Fee Waiver Request.**

# 2024 VACANCY FEE WAIVER APPLICATION FORM

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City or County Area

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Service Address

(Address for which Credit/Refund is being requested)

\_\_\_\_\_  
Burrtec Customer Account Number

\_\_\_\_\_  
Contact Phone Number

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

Please update my mailing address on file with the address listed above.

If approved, how would you like any credit(s) processed?

Send a refund to the mailing address shown above  
(processing time is approximately 6-8 weeks)

Leave credit balance on the account  
Balance would be applied to future fee  
waiver applications.

## Requirements For Fee Waiver Requests:

1. Completed Vacancy Fee Waiver Application Form.
2. Submittal of qualified monthly electric bills showing the service address for **each** month being considered (electric bills from the prior calendar year need to show an average daily use of **6.00 kwh** or less for each qualifying month). Statement of Accounts from the power company will not be accepted. The usage graph from one month will not be accepted as verification for any other months.
3. Accounts requesting a Vacancy Fee Waiver shall be current, with no past due balance, as of December 31, 2024, and no portion of the account has gone to lien in 2024. Accounts with delinquent balances that have been placed on the tax rolls will not have those balances eligible for Vacancy Fee Waiver consideration.
4. Customer affirms by their signature on the Vacancy Fee Waiver Application that there was no use of the Clean Mountain Sites or curbside trash/recycling/green waste collections programs during the requested Fee Waiver month(s).
5. The Vacancy Fee Waiver Application review period is January 1, 2025, through February 28, 2025, for the 2024 calendar year for credit or refund requests. Vacancy Fee Waiver Applications must be received or postmarked **no earlier than January 1, 2025, and no later than February 28, 2025.**
6. Customers may only apply for the prior calendar year's service (January-December).
7. Short-Term Rental properties are not eligible to participate in the Vacancy Fee Waiver Program.
8. Properties with Solar Power must submit monthly Edison bills showing the consumption and the net generation credits. The fee waiver will be calculated on the consumption usage before the net generation credits are issued to confirm an account has generated 6 kwh or less..
9. A non-refundable Application Fee of \$32.63 for the period of January-December 2024 will be assessed to the account requesting the Vacancy Fee Waiver whether the application is approved or not. An additional Application Fee will be assessed for *each* subsequent or duplicate submission.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

## How to Submit Vacancy Fee Waiver Applications:

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Online by visiting <a href="http://burrtec.com">burrtec.com</a></li><li>• Mailed to <i>Mountain Disposal – Fee Waiver Processing</i><br/><i>111 E Mill St, San Bernardino, CA 92408</i></li></ul> | <ul style="list-style-type: none"><li>• Via email to <a href="mailto:MTNFeeWaiver@burrtec.com">MTNFeeWaiver@burrtec.com</a></li><li>• Delivered in person to Mountain Disposal<br/>988 Waterman Canyon Rd, Crestline</li></ul> |
| <ul style="list-style-type: none"><li>• Faxed requests will <b>NOT</b> be accepted</li></ul>  |  |

PLEASE NOTE: An incomplete form containing missing or illegible information will result in the application not being processed. Only months that qualify will be considered for refund or credit. If no preference is indicated, pending credits will be applied to the account. One application is allowed per single family dwelling. If you are uncertain which month an electric bill belongs to, please note the graph, the last month indicated on the far right is the month to which that bill pertains. Submitted electric bills are retained for recordkeeping purposes and cannot be returned. **Please, only submit electric bills for those months that qualify.**