

HENNEPIN COUNTY

MINNESOTA

Instructions for completing the Self-Hauler Solid Waste Management Fee Report

1. Write your account number in the line provided. If you do not know your account number leave this item blank. Complete the year and month blanks. The month represents your disposal activity for that month. Licensed haulers must complete and submit a report every month, even in months you did not dispose of any waste. If you are reporting “zeros” for Items 1 and 2, and you have no fees to remit, you may send your report as an email attachment to haulers@hennepin.us.
2. Write the name of your company. This should be the same as the name that is on your Hennepin County Solid Waste Operating License.
3. Write the total number of tons of mixed municipal solid waste (MSW) generated in Hennepin County that you hauled to all facilities (Item 1). This includes facilities located in other counties.
4. Enter the total amount of tipping fees paid to all facilities for the disposal MSW during the month (Item 2).
5. Multiply the amount in Item 2 by 21.5% (.215) and enter this number in Item 3. This is the amount of Solid Waste Management Fees that must be remitted to Hennepin County. Fees are due on the 20th of the month following the month in which your waste was disposed.
6. If you are submitting the report after the 20th, your payment is subject to a late fee of 1.5% per month (Item 4).
7. Please sign and date the form and provide your title, telephone number, and email address.



**Hennepin County Environment & Energy
Self Hauler Solid Waste Management Fee Report**

Account Number _____ Year _____ Month _____

Company Name _____

Computation of the Management Fee

- 1) Total Number of Tons of Mixed Municipal Solid Waste Delivered to All Facilities

- 2) Total Amount of Tipping Fees or Disposal Charges Paid

- 3) **Solid Waste Management Fee Due By the 20th:**
 - Amount From Line 2 Multiplied By 21.5% (.215)**

- 4) **Late Payment Penalty of 1.5% per month**

- 5) **Total Management Fees and Penalties Remitted**

I declare that the information in this report is accurate and complete to the best of my knowledge and belief.

Signature _____ Date _____

Printed Name _____ email _____

Title _____ Phone _____

Please make Check Payable to Hennepin County Treasurer and remit this report and payment to:

**Hennepin County Public Works
Environment and Energy Department
701 Fourth Avenue South, Suite 700
Minneapolis, MN 55415-1843**

For information regarding Ordinance 15 or calculating the solid waste management fee please call (612) 348-5889
For account inquiries or if you need solid waste management fee reporting forms contact the Hauler Help Desk at haulers@hennepin.us or (612) 348-7813