



## Requirements for Recycling & Salvage Operations License

- The applicant must have all required state and federal licenses and permits to collect solid waste and recyclables.
- Complete a Commercial Recycling & Salvage Operations License Application **(if business is located in the City of Manitowoc)**
- Complete Scrap & Junk Hauler Vehicle License Application **(for businesses located in the City of Manitowoc and those conducting business within the City of Manitowoc)**
- Provide Letter of Credit in the amount of \$5,000 on a form prepared by the City Attorney
- Pay license fee of \$100 if the business is in the City Limits
- Pay license fee for \$30 per vehicle used in the business of hauling in the City Limits
- Sign statement granting Police and Fire Department permission to inspect and search the premises.
- Obtain the proper levels of insurance.
  - **For Commercial Recycling & Salvage Operations License**
    - General Liability: \$1,000,000,000 per occurrence
    - Auto Liability: \$300,000 combined single limit bodily injury and property damage
    - Environmental/Pollution Coverage: \$1,000,000 per occurrence
    - Worker's Compensation at the statutorily required limits
    - Additional Insured Endorsement or equivalent, naming "The City of Manitowoc"
  - **For Scrap & Junk Hauler Vehicle License**
    - General Liability: \$1,000,000 per occurrence
    - Auto Liability: \$300,000 combined single limit bodily injury and property damage
    - Additional Insured Endorsement or equivalent, naming "The City of Manitowoc"
- Set up a NEWPRS (North East Wisconsin Property Reporting Systems) account with the Manitowoc Police Department Detectives Bureau (920) 686-6500.