



3900 Hebl Ave. SW
Iowa City, IA 52246
Updated November 2017

Dear VSQG Business,

Thank you for your interest in the Iowa City Landfill Recycling Center. Our goal is to reduce hazardous waste in your facility and reduce groundwater contamination potential at the Landfill. By using our Household Hazardous Materials (HHM) services, you can help us accomplish these goals. This service, sponsored by the City of Iowa City, will be charged to the commercial customer on an "at cost" basis.

The Iowa City Landfill & Recycle Center is authorized to accept only hazardous waste from businesses that are determined to be Very Small Quantity Generators (VSGQ) by EPA definition. Generally, a business that generates no more than 220 pounds of hazardous waste per month and stores no more than 2,200 pounds on your site at any one time is eligible. If you qualify for the program or if you need more information please feel free to give us a call. We are ready to help with your hazardous material disposal.

Please follow these steps to be a participant in the Iowa City Landfill Recycling Center HHM collection program:

1. Complete the registration/certification form and submit it to the Iowa City Landfill and Recycling Center. Your VSQG status may be verified through the EPA.
2. Complete the Shipping Paper. Please mail or email the following information on the form provided, for pre-approval:
 - a. A list of the chemicals that you wish to bring to the Collection Center and the hazard type each represents. (e.g. Combustible, Toxic, Corrosive, or Reactive)
 - b. The number of containers and amounts in each container.
 - c. The signature of the VSQG Business Representative.
 - d. An emergency contact person and their phone number.
3. Label all containers prior to bringing them for disposal. VSQG businesses are exempt from most EPA Hazardous Materials Transportation regulations. However, it is the business's responsibility to know and follow any applicable DOT requirements. **It is recommended that the business has a copy of the provided Shipping Paper with the materials at the time of transit.**
4. Verify your appointment date, time and that all items have been approved.
5. The driver must sign the shipping papers when the drop off is complete.
6. Make payment for services in cash, business check, credit card, or through a pre-approved Landfill charge account. (Charge accounts can be set up by contacting City Hall at 319-356-5065)

Enclosed you will find the following: registration form, shipping form, price list, storage guidelines for your facility and regulatory reminders.

Alternately, the VSGQ can contact the Iowa City Landfill and Recycling Center's hazardous waste vendor, Tradebe Environmental Services: <http://www.tradebeusa.com/>.

Phone: 319-356-5185

Hours: 7:00 am - 4:30 pm, Monday - Saturday

Registration/Certification Form



Very Small Quantity Generators

I certify that I am a hazardous waste generator within the State of Iowa and because of the small volume of hazardous waste generated and/or stored, I qualify for Very Small Quantity Generator (CESQG) status. I understand that to qualify for VSQG status, I must meet **both** of the following conditions (as defined by 40 CFR Section 261.5):

1. Generate less than 220 pounds/month (100kg) of all other hazardous wastes, and never store more than 2,200 pounds (1,000kg) on the site at any time.

2. Generate less than 2.2 pounds/month (1kg) of acute hazardous waste, and never store more than this amount on site at any time.

I further understand that if, in the future, I exceed the quantity limitations described above, I will no longer be eligible to participate in this type of collection program.

I, the undersigned, have read the above statements and understand the conditions and provisions that apply to the use of the Iowa City hazardous waste facility. I certify that I have the right to make these statements on behalf of my business or farm.

Name: (Please Print) _____

Signature: _____ Date: _____

Business Information

Business Name: _____

Type of Business: _____

Billing Address: _____

Contact Name: _____

Title and Phone: _____

Business Phone and Fax Number _____

Acknowledgement: Registration reviewed by Iowa City Landfill & Recycling Center

Landfill Signature: _____	Date: _____
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VSQG Shipping Paper



From VSQG Business: _____

Address: _____

City/State/Zip _____

Phone: _____

To: Iowa City HHM Facility
 3900 Hebl Ave. SW
 Iowa City, IA 52246 Phone: 319-356-5185

Waste Description (including Chemical Name/Hazards)	container/size	weight

Emergency Contact Person & Phone #: (other than driver) _____

VSQG Certification [49 CRF 172.204 (a) (2)]
 I hereby declare that the contents of the consignment are fully and accurately described above by the proper shipping name and are packed, marked, labeled and are in respects in proper condition for transportation by highway according to D.O.T. regulations.

VSQG Business Name/Printed	Signature	Date
Driver Name /Printed	Signature	Date
Received by / Printed	Signature	Date

Phone: 319-356-5185

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**Conditionally Exempt Small Quantity Generator
Price List for Hazardous Materials Disposal ***
effective 7-10-17

Class	Description	Landfill Drop Off Fee	Mobile Collection Fee	unit
2	Aerosols Flammable	\$1.86	\$2.33	per can
3	Oil Based - Loose pack	\$1.86	\$2.33	per pound
3	Oil Based -- Paint	\$1.00	\$1.25	per pound
3	Flammable -- Liquid	\$1.86	\$2.33	per pound
4	Flammable Solids	\$1.86	\$2.33	per pound
4	Spontaneously Combustible	\$1.86	\$2.33	per pound
4	Dangerous When Wet	\$8.49	\$10.61	per pound
5	Oxidizers	\$1.86	\$2.33	per pound
5	Organic Peroxides \$6.00 minimum	\$8.49	\$10.61	per pound
6	Poisons / Toxics	\$1.86	\$2.33	per pound
6	PCB Ballasts	\$1.86	\$2.33	per pound
8	Corrosives (Acids & Bases)	\$1.86	\$2.33	per pound
8	Mercury \$6.00 minimum	\$1.86	\$2.33	per pound
8	Batteries -- Household (Sealed Lead)	\$1.86	\$2.33	per pound
8	Batteries -- Lithium	\$3.00	\$3.75	per pound
8	Batteries -- Heavy Metal (NiCad, etc.)	\$1.86	\$2.33	per pound
9	Batteries -- Automotive	\$1.86	\$2.33	each
9	Automotive Oil	\$1.86	\$2.33	per gal.
9	Antifreeze	\$1.86	\$2.33	per gal.
9	Latex Paint	\$1.00	\$1.25	per can
9	Fluorescent Tubes under 4'	\$0.75	\$0.94	each
9	Fluorescent Tubes over 4'	\$0.75	\$0.94	each
9	HID Lamps	\$1.86	\$2.33	each
9	Oil Filters	\$1.86	\$2.33	per pound

Mobile collection fee
 Truck and Trailer \$2.00 per mile
 Labor \$35.00 per hour

*All prices subject to change.
 Some materials require special handling and will be looked at on a case by case basis. Prices will vary accordingly.

Common Hazardous Waste Problems At Small Businesses

Each year the U.S. Environmental Protection Agency hazardous waste inspectors and contractors visit more than 6,000 facilities in Iowa. A large number of these were small businesses. Although this is not intended to be a complete list of potential violations, there are common items of which businesses should be aware to avoid potential environmental hazards and costly cleanups.



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EPA considers activities that increase the potential for releases or mismanagement of hazardous waste to be very serious violations. Examples of such violations are dumping hazardous waste or sending it to a facility that is not authorized to handle it. Another way a small business can commit a violation, is to exceed the regulated generation rate or storage time limit.

Accumulating too much hazardous waste for too long substantially increases the likelihood of a release. Drums are more likely to corrode and fail, and spills are more likely. EPA generally addresses the storage of too much hazardous waste for too long by assessing penalties.

As a general rule, if a facility generates less than 2,200 pounds of hazardous waste per month, the waste should be shipped to an authorized facility every 180 days. If a facility generates more than 2,200 pounds of hazardous waste per month, the operator has 90 days to ship all of that waste to an authorized facility. These 180- and 90 day rules will work for most hazardous wastes generated at small businesses.

Another frequently noted area for violations is improper or poor management of hazardous waste containers. The EPA allows hazardous waste containers to be open only when adding or removing wastes. **At all other times, the containers must be kept closed.** This helps ensure that the wastes will not be released through evaporation or accidental spills. The containers must be labeled with the words "Hazardous Waste," to alert personnel to not improperly dispose of the containers.

In the event of a spill or leak, it will be clear that hazardous wastes are involved so proper safety precautions and cleanup methods shall be taken. **The containers must be labeled with starting date of accumulation period so that they are not stored to long.** Frequently, EPA finds hazardous waste containers unlabeled, undated, or open. Drums and pails are commonly found with no lids, unsecured lids, open bung holes, or funnels sitting in open bung holes. All of these situations are violations and possible penalties can be assessed. Proper management of hazardous waste can provide safer working conditions for employees and eliminate possible penalties by the EPA.

Reproduced from "The Closed Loop -- Waste Reduction Works For Business In Iowa"

Good storage practices for hazardous materials for small businesses:



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- Hazardous materials should be stored in a secure location with limited access.
- Containers should be protected from the elements (e.g. some must be stored within specified temperature ranges, or product integrity is compromised, rain can promote rusting and deterioration of containers).
- Do not store materials on an unpaved surface; provide secondary containment for materials; curb or dike around storage tanks and waste storage tank areas to contain leakage and prevent contamination; pallets with spill skids are an option.
- Raise drums off the storage area floor to prevent corrosion through “sweating” of concrete.
- Space rows of drums to allow for easy access, good ventilation, and the ability to visually inspect each container for corrosion and leaks; a three foot aisle space is sufficient; keep aisles clear of obstructions.
- Stack containers no higher than recommended by the manufacturer and in such a way as to minimize the chance of tipping, tearing, puncturing, or breaking.
- Refrain from leaning equipment or tools against containers.
- Maintain distance between different types of chemicals (refer to your supplier) to prevent contamination and reactions.
- Maintain a clear , even surface frequently used by personnel and equipment.
- Store flammable or combustible materials out of direct sunlight.
- Provide adequate lighting in all areas where hazardous substances are stored.
- Insulate electrical circuitry and check it frequently for corrosion and potential sparking.
- Personal protective equipment and safety equipment should be available for hazardous material handling.
- Proper handling methods should be taught to all employees.

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