



# RECEPTACLE CHANGE REQUEST FORM

## Solid Waste & Recycling Department

Submit completed request forms to: [solidwasteandrecycling@burnaby.ca](mailto:solidwasteandrecycling@burnaby.ca)

FULL NAME	
CIVIC ADDRESS & POSTAL CODE	
PHONE	EMAIL
UTILITY ACCOUNT NUMBER (MUST BE PROVIDED)	
For assistance, call Tax office at (604) 294-7350	

### I would like to:

<b>Upsize</b> Garbage	From (size)	To (size)	<b>Upsize YW</b>	From (size)	To (size)
<b>Downsize</b> Garbage	From (size)	To (size)	<b>Downsize YW</b>	From (size)	To (size)
<b>Purchase New Garbage</b>	(size) 120L	180L 240L 360L	<b>Purchase New YW</b>	(size) 180L	240L 360L

**Reason for New Tote:**      Missing/Stolen                      New Homeowner                      Damaged                      Upsize/Downsize

I/we are aware of the changes to the Garbage Disposal Fee moving forward (see table below for details), and the one-time \$50 exchange fee per address.

SIGNATURE	DATE
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### Important Notes:

- Submit completed request forms to: [solidwasteandrecycling@burnaby.ca](mailto:solidwasteandrecycling@burnaby.ca)
- A representative will contact you within 3 business days to process your request via credit card (a 1.75% credit card recovery fee applies). **Do not send credit card information via email.**
- If making a payment via cheque, mail your completed form with payment to the Solid Waste & Recycling Department, 4840 Still Creek Dr., Burnaby BC V5C 0H4. Make cheques payable to "City of Burnaby".
- If you wish to make payment in person (via cheque, credit card or debit card), please visit the Engineering Department, 4th floor – 4949 Canada Way.

2024 Tote Costs & Annual Fee Details		
Size	Purchase/Replacement Cost	Annual Garbage Disposal Fees
120L	\$67.20*	\$51.50
180L	\$77.28*	\$134.50
240L	\$87.93*	\$144.50
360L	\$98.01*	\$413.00

*\*Includes Taxes*

- **Yard Waste container only available in 180L, 240L and 360L.**
- **Size of Yard Waste container does not impact your annual garbage disposal rates.**
- Annual Garbage Disposal Fees reflected on the March 15 Utility Tax Statement **are not prorated** when the size of the receptacle is changed during the year.

### Use of Personal Information:

Personal information is collected and used for the purpose of providing customers with their account information, and in the delivery of e-bills. Information is managed in accordance with s.26(c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection of Personal Information and receipt of electronic messages, please contact: Corporate Communications & Marketing at: [communications@burnaby.ca](mailto:communications@burnaby.ca)