



# Solid Waste Collection Fee: Exemption Application Form

City of Troy, New York

Please complete the following exemption application form for the annual refuse collection fee and return this original application. City Code requires an inspection and verification of your property. Please immediately report any change in the status or use of the property.

**NOTE – THIS APPLICATION MUST BE SUBMITTED EACH YEAR TO OBTAIN EXEMPTION.**

**ATTENTION:** The exemption application form is for the period of **January 1 - December 31** of the current year.

Parcel ID \*: \_\_\_\_\_ Account # \_\_\_\_\_

*\*Parcel ID and Account # can be found on a previous service charge bill or tax bill or by calling (518) 279-7127.*

Property Address: \_\_\_\_\_

**Owner's Name (Please Print)**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Daytime Phone (include area code): \_\_\_\_\_

Email: \_\_\_\_\_

Owner's Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Please check one (1) of the boxes below and supply an explanation with any documentation (i.e. private haulers contract/invoice, photos, etc.). If you have any questions or need assistance please call (518) 279-7132.**

Private Hauler – entire building not using City's garbage, trash, green waste, or recycling collection systems (MUST ATTACH CURRENT CONTRACT FROM PRIVATE HAULER THAT SHOWS START DATE, GARBAGE AND RECYCLING COLLECTION, AND A COPY OF PAID BILL FOR THE ADDRESS ABOVE.)

Please circle day of week your Private Hauler picks up    Mon – Tue – Wed – Thu – Fri – Sat – Sun

Vacant Building – Properly Secured, listed on Vacant Building Registry and current on all bills.

Vacant Unit – Partial Exemption (*must complete page 2 on the back*). An inspections is also required and must be vacant for the entire calendar year.

Enhanced STAR Exemption – partial exemption for the owner occupied residential unit

PLEASE DO NOT WRITE BELOW – FOR CITY DOCUMENTATION ONLY

Inspection Results:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_\_\_

Inspector's Signature: \_\_\_\_\_

**PARTIAL EXEMPTION ONLY**

**This exemption is for any Property with two units that is owner occupied.**

**Complete this section to receive an exemption for the vacant unit.**

**§247-8 (l) 3. Public Services – Exemptions – The owner of an Owner-occupied residential premises containing up to two residential units who has elected not to rent such residential unit(s) on a permanent basis shall be entitled to an exemption from the Garbage/Recycling Collection Fee for such non-rented residential unit(s) upon the filing of an exemption application form with Office of Code Enforcement and subsequent verification of such vacancy by Code Enforcement Personnel.**

As the owner of the property listed on the application, I hereby apply for a partial exemption from the Troy Solid Waste Collection fee for the **year** \_\_\_\_\_

I hereby certify that I am the owner of the property listed on this application, and that I reside within the property, and that the vacant unit I would like to receive an exemption for will remain vacant for one year from **January 1 - December 31** of the exemption year and will, for the same period, permit the property to be used only as a ONE FAMILY DWELLING.

Total number of Apartment/Units in Buildings: \_\_\_\_\_

Number of Vacancies in Building: \_\_\_\_\_

For the reason above, I request to be billed for solid waste collection and services at a rate which is equivalent to a one family dwelling according to my selection above, during the period in which this vacancy is maintained. Should I rent or occupy the vacant unit or sell the property during the year, I understand that the partial exemption status may be revoked. I will notify the City and an adjustment will be made accordingly.

Date: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Certified by: \_\_\_\_\_

Code Enforcement Officer



Return this entire form with attachments to:

**City of Troy, NY  
Treasurer's Office – Solid Waste Collection Fee  
433 River Street, Suite 5001  
Troy, New York 12180**