



CITY OF JANESVILLE

Wisconsin's Park Place

Landfill Credit Applicant:

Attached is a City of Janesville Credit Application and Policy for charging at the sanitary landfill and demolition landfill facilities. In order to process your application in a timely manner, the following information is needed.

- Please complete the application in its entirety, signing and dating at the bottom;
- Enclose a check, payable to the City of Janesville, in the amount of \$30.00;
- Mail your application and check to: City Clerk
P.O. Box 5005
Janesville, WI 53547

You will be notified upon approval of your account. Please be aware there is a minimum charge of \$25.00 per month if you use your credit account at the landfill facilities. If you do not use your account at the facilities, you will not be charged.

CLERK-TREASURER'S OFFICE

CITY HALL • 18 N. JACKSON ST., P.O. BOX 5005 • JANESVILLE, WI 53547-5005 • (608) 755-3070 • FAX: (608)755-3196



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www.ci.janesville.wi.us



www.twitter.com/City_Janesville



CITY OF JANESVILLE CREDIT APPLICATION

\$30.00 Fee
Application can not be processed
until fee is received

R. 10/05

COMPANY INFORMATION			
COMPANY NAME			
COMPANY ADDRESS			
	Street	City	State Zip
COMPANY EMAIL			
COMPANY FEDERAL ID #		PHONE NUMBER:	
OWNER INFORMATION			
OWNER NAME			
OWNER ADDRESS			
	Street	City	State Zip
PREVIOUS ADDRESS <small>(If applicant resided less than 2 years at current address)</small>			
	Street	City	State Zip
OWNER SOCIAL SECURITY #		OWNER DATE OF BIRTH:	
OWNER PHONE #			
BANK REFERENCES			
BANK NAME			
BANK ADDRESS			
TYPE OF ACCOUNT		ACCOUNT NUMBER:	
BANK NAME			
BANK ADDRESS			
TYPE OF ACCOUNT		ACCOUNT NUMBER:	
TRADE REFERENCES			
TRADE NAME			
CONTACT PERSON		PHONE NUMBER:	
TRADE NAME			
CONTACT PERSON		PHONE NUMBER:	
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Submit with fee to: City Clerk P.O. Box 5005 Janesville WI 53547</p> </div> <div style="width: 65%;"> <p>I have truthfully answered all questions on this application and authorize the City of Janesville or its Representative to investigate and receive information on the above references.</p> <p>I have read the charge policy and agree to its terms.</p> <p>Signature of Applicant: _____</p> <p>Date: _____</p> </div> </div>			
Office Use Only Recommended for Credit <input type="checkbox"/> Yes <input type="checkbox"/> No			
Not recommended for Credit: Reason		_____ Deputy City Clerk-Treasurer Date	

Clerk-Treasurer Policy Statement

Credit Policy for Landfill Customers

PURPOSE

To establish guidelines for the extension of credit to landfill customers.

STATEMENT OF POLICY

It is the policy of the Administration to allow charging privileges to landfill customers who have demonstrated credit worthiness.

POLICY

1. New landfill customers who wish to charge their landfill expenses must complete a credit application form. The form will include basic customer information, credit references, social security/federal identification number, authorization to obtain a credit report from a recognized credit bureau and any other information required by the Clerk-Treasurer's Office. Upon payment of the application fee, the Clerk-Treasurer's office will obtain background information on the applicant.
2. The City Clerk-Treasurer or his/her designee would grant or deny charging privileges at the landfill. Upon approval, customers may begin charging at the landfill. Upon denial, customers may prepay their expenses and subsequently draw upon their prepaid amount. Customers without charging privileges may reapply six months after the date of their denial.
3. Landfill customers are expected to keep their account current. A current account is defined as an outstanding balance of less than 30 days.
4. A delinquent account is defined as an outstanding balance of more than 30 days. All outstanding balances over 30 days past due will be assessed a late charge of 1% per month on their delinquent balance.
5. Landfill customers who maintain balances of over 30 days past due for 3 consecutive months may have their charging privileges suspended until their account is current.
6. Landfill customers who maintain a delinquent account of over \$10,000 may have their charging privileges suspended until their account is current.
7. Unique situations or circumstances may occur from time to time that may require a deviation from the policy. Upon a written request from landfill customers, the Director of Administrative Services may extend charging privileges to new landfill customers or extend additional credit to existing landfill customers.
8. Every January the City Clerk-Treasurer or his/her designee will review all accounts for activity. Any account not used in the prior calendar year will be deactivated and notice of the deactivation will be sent to the customer. The customer may reactivate their account without paying an application fee.