



Instructions for Completing Solid Waste Quarterly Fee Report Form

The Division of Waste Management and Radiation Control is not currently able to accept e-mailed form submissions. The attached form must be submitted to the Division in accordance with the Utah Solid and Hazardous Waste Management Act 19-6-119(7) . Quarterly reports must be received by the Division on or before the 15th day following the end of the Quarter. See below.

Quarter 1- Fee & Report Due April 15th (*January 1 – March 31*)

Quarter 2- Fee & Report Due July 15th (*April 1 – June 30*)

Quarter 3- Fee & Report Due October 15th (*July 1 – September 30*)

Quarter 4- Fee & Report Due January 15th (*October 1 – December 31*)

Complete all applicable sections of the form and save it. When printing, please print only the form pages. The instruction page should not be printed and mailed.

Completed forms should be mailed to:

Director
Division of Waste Management and Radiation Control
P.O. Box 144880
Salt Lake City, Utah 84114-4880

Additional copies for the form can be obtained on the Department of Environmental Quality web page at <https://deq.utah.gov/forms/waste/index.htm#swp> under the Solid Waste Program Forms.



SOLID WASTE QUARTERLY FEE REPORT

Please complete all requested information below – Type or print legibly

Facility Name: _____

Facility Mailing Address: _____

(Number & Street, Box and/or Route)

City: _____ Zip Code: _____

County: _____ Permit No.: _____

Contact:

Name: _____ Phone No.:(____)

E-mail Address: _____

Year and Quarter Reported

Calendar Year

Quarter 1 (January 1 - March 31)

Quarter 2 (April 1 - June 30)

Quarter 3 (July 1 - September 30)

Quarter 4 (October 1 – December 31)

Facility Type

Landfill

Land Treatment / Land Farming

Compost

Transfer Station

Incineration

Tons Received for Transfer, Treatment or Disposal

Type of Facility	Tons	Fee per Ton	Total
Transfer		\$0.11	\$
Treatment		\$0.21	\$
Disposal		\$0.21	\$
Incineration		\$0.21	\$

The minimum fee due is \$125.00 per quarter. If your fees when calculated by ton do not meet the minimum, your fee due is \$125.00.

Conversion Factor Used

No Yes (If yes, please indicate Specific Conversion Factor): _____

Signature: _____ **Date:** _____

Signature should be by an executive officer, general partner, proprietor, elected official, or a duly authorized representative. A duly authorized representative must meet the requirements of the solid waste rules UAC R315-310-2(4).

Print name: _____ Title: _____

Please Note: This form does not replace the Annual Report as required by R315-302-2(4) of the Utah Administrative Code. Annual Reports are due on or before March 1st of each calendar year.