



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

SOLID WASTE ADVISORY

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Guidance on Solid Waste Broker Registration

Chapter 109.1 of the Code of Fairfax County requires that commercial properties using a solid waste broker to manage their refuse and recycling systems use only brokers that are registered to operate in Fairfax County. The purpose of this Solid Waste Advisory is to provide guidance on how brokers can become registered.

Background

Any business operating in Fairfax County as a solid waste broker must register annually with the Solid Waste Management Program. Any business or individual that knowingly or willfully contracts with a solid waste broker that is not registered with Fairfax County is also violating the County Code.

How to Register as a Solid Waste Broker

Broker registration is required annually, including the completion of a standard form and spreadsheet (to list client information). Registration paperwork can be found at:

<https://www.fairfaxcounty.gov/publicworks/sites/publicworks/files/assets/documents/broker-registration.pdf>

The registration process requires (but is not limited to) contact information for all broker employees operating on behalf of Fairfax County properties and a list of the licensed collectors with whom the broker has arranged collection service. The registration process also requires brokers to demonstrate that details regarding use of the recycling system have been furnished to each client within the last 12 months, as well as a Statement of Service that defines what services are to be provided (including days and frequency of service, type of containers, materials accepted, set-out instructions, and contact information).

There is also an annual registration fee, only to be paid ***after*** the registration has been deemed administratively complete – at time of writing, the fee is \$50 (but subject to change). Registration forms should be mailed to the address shown below, marked “ATTN: Broker Registration”. ***Again, please note that registration fees should not be submitted with the forms, but will be requested AFTER the submittal has been deemed administratively complete.***



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Solid Waste Management Program

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Common Compliance Issues for Out-of-County Brokers

Brokers wishing to operate in Fairfax County are encouraged to review Chapter 109.1, including the requirements of 109.1-4-16 (which applies specifically to brokers), as well as the broader range of waste management ordinance and Recycling Program Requirements that apply to their Fairfax County clients. Common compliance issues often found at brokered properties include the following (relevant County ordinance citation is shown):

- Failure to meet required minimum collection frequency (Section 109.1-5-3 (d));
- Failure to meet required minimum recycling container capacity (Sections 109.1-2-2 and 109.1-2-3); and
- Failure to contract with collectors permitted to operate in Fairfax County (Section 109.1-5-2(a)).

Links to Chapter 109.1 and a series of Solid Waste Advisories that expand on the ordinance and compliance topics can be found at: <https://www.fairfaxcounty.gov/publicworks/recycling-trash/trash-collection-and-disposal-industry>