



**CITY OF OBERLIN
COMPOST/WOOD CHIP/LEAF DELIVERY APPLICATION**

Applicant Name: _____

Applicant Address: _____

Applicant Telephone Number: (home) _____ **(work)** _____ **(cell)** _____

ADDRESS WHERE COMPOST/WOOD CHIPS/LEAVES ARE TO BE DELIVERED:

LOCATION TO BE PLACED (must be placed on a paved or gravel surface):

I request delivery of compost, wood chips, or leaves as shown above. I hereby release the City of Oberlin, its employees and agents, for liability for damages resulting from the placement of such, including, but not limited to damage to driveways, shrubbery, and sidewalks.

I have read, understand, and agree to accept delivery services.

Applicant Signature: _____

(DATE)

CHARGES

			<u># OF LOADS</u>	<u>TOTAL DUE</u>
Delivery of curbside wood chips or leaves:	Leaves		_____	FREE
	Wood Chips		_____	FREE
Delivery from City of Oberlin Compost Facility:	Leaf Compost	Resident	\$35.00/load _____	_____
		Non-Resident	\$40.00/load _____	_____
	Wood chips	Resident	\$35.00/load _____	_____
		Non-Resident	\$40.00/load _____	_____
			Total Due	\$ _____

TOTAL AMOUNT DUE: \$ _____ RECEIPT # _____ AMOUNT PAID: \$ _____ Cash /Check _____

DATED GIVEN TO GMD SUPERINTENDENT: _____ **Revenue Acct.:** _____

SITE AND AVAILABILITY APPROVED: _____

(DATE)

DATE DELIVERED: _____ **BY:** _____

**PUBLIC WORKS DEPARTMENT
COMPOST DELIVERY POLICY & PROCEDURES
Effective May, 2013**

Application.

- Each person wishing to receive compost or wood chip delivery (whether free during collection services or for a fee for delivery service) must complete and sign an application on form prescribed by the Public Works Department.
- The recipient is responsible to provide appropriate access to his/her delivery site. Pre-approval of the delivery location is required.
- Waiver of Liability. The recipient of any delivery assumes all liability for any damages that may result from said delivery, including but not limited to damage to curb lawns, yards, driveways, sidewalks, landscaping, trees, buildings, etc.
- Once the application is completed and approved, the recipient may schedule compost delivery by phone or e-mail. Advance payment is required.

Applicability.

- Public Works staff may deliver leaf compost and/or wood chips for a fee from the composting facility to Oberlin residents and businesses and to New Russia or Pittsfield township residents and businesses within the following boundaries – no further south/east than properties abutting US20; no further north/east than properties abutting Butternut Ridge Rd.; and no further west than properties abutting Quarry Rd.
- Compost delivered shall be used on-site and shall **NOT** be re-sold.
- During curb-side leaf and brush collection operations, in lieu of transporting these materials to the City's composting facility, the Department may continue to deliver un-composted leaves and freshly chipped brush directly to Oberlin residents and businesses at no charge on a first come - first serve basis. This service is subject to availability and pre-approved site access. An approved application for this service must be on file with the Public Works Department.
- The Department intends to continue to provide free compost and compost loading services (compost giveaway) at its compost facility on an approximately monthly basis through the growing season, as weather and site conditions allow and as materials flows may permit.

Availability.

- The Department reserves the right to schedule and to make deliveries based on its work priorities, scheduling needs and the availability of personnel, equipment and materials. As a result, deliveries will be scheduled at the sole discretion of the Department.
- Due to the costs associated with this delivery service, on any given day, the Department will only make deliveries to multiple customers (or a single customer, multiple times).
- A minimum of five (5) deliveries on any given day are expected to be required before any deliveries are scheduled. The Department does not intend to mobilize to make a single delivery.
- Deliveries must be scheduled and paid for in advance.
- The City will use a 1-ton dump truck to make deliveries.
- The Department reserves the right to suspend this service without notice.

Materials.

- Leaves, leaf compost and wood chips available from the City are generated from leaves, yard waste and brush placed at curbside by residents for vacuum collection or chipping. Incidental non-organic debris including but not limited to clay, stone, concrete, brick, asphalt, gravel, glass, plastic, metal, etc. are common contaminants. The City does not screen or otherwise remove debris that may become incorporated into the leaf compost or wood chips.
- The City makes no representation as to the composition or quality of any of its leaf compost or wood chips. Leaf compost or wood chips may include undesirable non-organic or organic materials, including potentially invasive species seeds, plants or parts there-of. **Leaf compost and wood chips are provided "as-is".**
- Recipient may reject delivery. The delivery fee will not be refunded as a result of the recipient's decision to not accept leaf compost or wood chips.
- Trucks will be loaded at the sole discretion of the Operator(s) based on their reasonable judgment of capacity.

Right of Refusal.

- The City reserves the right to refuse to delivery leaf compost or wood chips to any applicant for any reason, including but not limited to site access, rejected loads, failure to pay, unreasonable requests or behavior, etc.