



To: Residents of Westfield Village CIA

On April 3, 2006, WCA/Waste Corporation of Texas will be your new trash collection provider.

Billing

WCA shall invoice each individual residence on a quarterly basis. Payment is due by April 1, 2006. Residents that have not made payment arrangements or have not paid for trash services by April 1, 2006 will not receive a WCA cart for trash pickup, nor will they receive a WCA recycling bin. Trash services will also be discontinued and a late fee of \$25.00 will be added for non payment.

Waste Collection

The days and type of service is as follows: Westfield Village CIA will have trash service every **MONDAY** and **THURSDAY** and curbside recycling on **THURSDAY**. Hours of service will be between **7:00 am** and 6:00 pm on each pick up day. Trash must be placed at the curb **NO LATER** than **7:00 am** each pick up day.

Household Garbage: Should be placed at the curb by **7:00 am** for pick up in in the containers provided by WCA. Trashbags will be accepted if the container is full.

Tree & Yard Waste: Should be placed at the curb area of each residence. Trees, shrubs, brush trimmings and fencing must be bundled in lengths no greater than four (4) feet with no branch diameter exceeding three (3) inches. The bundling is required to allow quick pickup and size limitations are required to avoid damaging the equipment in the crushing process. All tree branches must be in bundles not exceeding forty (40) pounds. All residential waste materials and yard waste except tree branches must be in bags not exceeding forty (40) pounds. All permanent trash containers, after being emptied by WCA, will be returned to their point of origin in the same condition in which they were taken, normal wear and tear excepted.

Bulky Items: Should be placed at the curb area of each residence. Items such as appliances, furniture, carpet (up to 1 room, rolled up four feet wide, bundled and less than fifty pounds), cardboard boxes (flattened), will be picked up either day. By Federal Law, refrigerators and freezers or any other items containing Freon must be drained of Freon and have an accompanying bill to validate such service was performed.

Excluded Items: Items excluded from normal collection are dirt, rocks, bricks, concrete, tires, batteries, motor oil, cooking oil, waste generated by a private contractor or any materials or items deemed hazardous materials. WCA will leave a tag explaining the reason for non-collected item(s).

Special Collection: Other than normal amounts of residential refuse, yard trimmings or bulk items, if notified in advance, WCA will meet with a resident prior to collection day to determine a price. If a resident does not notify WCA of such a special pick-up before its scheduled day, then WCA will leave a notice for the resident to contact Contractor during normal office hours before the next scheduled pick up day.

Missed Pick-Up: Failure of a resident to place garbage out in time for pick-up will be made on the next scheduled service day. For missed pick-up due to WCA crew mistake, pick-up will be made the same day if WCA is notified during normal office hours and within twenty four (24) hours when notification is made outside of normal office hours.

Spillage

WCA will clean up any spillage that occurs during the collection or recycling process; provided, however, that if gasoline, motor oil, paints, cooking oil, or any other liquid items in a container that is not visible to Contractor personnel results in spillage that causes a stain, WCA cannot be responsible.

Recycling Collection

Recycling pickup day will be once per week on **THURSDAY**.

WCA guarantees it will transport the collected recyclable materials to a processing center.

WCA takes great pride in our recycling program and efforts, including the curb sorting of materials, guaranteeing the best quality material going to the Processors. Ensuring the best recycle program for our customers takes time and effort on both sides. Please remove caps, liquids and food products from inside the containers. Please only use the recycle bins for recyclable materials, not as an extra trash container.

WCA will collect newspapers (must be taken out of bag), plastics 1 and 2 (look for classification stamp on items), aluminum and tin cans that are placed within the provided recycling bin. If items exceed container capacity, please place them adjacent to bin.

In the event that any of the current items become uneconomic to recycle as determined by market conditions set forth by the Processors, WCA will notify residents of such change. **Glass is currently an uneconomical item for recycling by the Processors** and is not currently collected as part of the recycling program.

WCA will provide each current residence with one recycling bin. WCA will replace any bins that are defective or otherwise become unusable due to normal wear and tear. Theft, lost or additional bins can be replaced at \$6.00 each.

If you find items left in your bin that are not recyclable WCA will leave a tag indicating current recyclable items. Please dispose of these items in your trash container for the next scheduled pick up.

Holidays

When regular pick-up falls on a holiday, (New Year's Day, Memorial Day, July 4th – Independence Day, Labor Day, Thanksgiving Day, and Christmas Day), the pick-up will be made on the next regular scheduled pick-up day. If your recycling day falls on a holiday it will be picked up the next week on your normal scheduled recycle day.

Contact Information:

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