



Town of Ashland
Inspectional Services Department
101 Main St.
Ashland, MA 01721
508.881.0100 ext. 7123

Annual Application for Donation Collection Bin License

Note: Application must be complete, with all required additional items listed below and application fee included.

1. Collection Bin Information:

Street Address where Bin will be Located: _____

Physical Description of Bin: _____

Please also include:

- Site Plan with Application showing the proposed location of the bin on the property as well as existing conditions on the property; and
- Written consent of the current the Property Owner, owner's agent, or person of lawful possession (lessee) of the property where such Donation Collection Bin shall be placed.

2. Applicant Information:

Name of Individual or Organization: _____

Address: _____

Phone: _____ Email: _____

Contact Person(s) regarding License Application: _____

Phone: _____ Email: _____

Contact Person(s) regarding maintenance of Collection Bin: _____

Phone: _____ Email: _____

3. Additional Items Required:

Signature: _____

Print Name (and Title if Applicable): _____

***Note: Individuals signing on behalf of entities must have the proper legal authorization. Applications signed by individuals without authorization shall be rejected, or if the license is granted and it is later discovered the individual signing above is not authorized, the Town retains the right to immediately revoke the license.**

- Proof Applicant is a registered charitable 501(C)(3) organization and its status with the Commonwealth of Massachusetts, **OR** if applicant is a for-profit entity it must provide information pertaining to the applicant's status with the Commonwealth of Massachusetts. If Applicant is an individual this is not required.
- Site plan showing the proposed location of the Collection Bin on the property as well as existing conditions on the property as previously mentioned in Section 1.
- Written consent from the Property Owner, owner's agent, or person of lawful possession (lessee) of the property where each such Collection Bin shall be placed as previously mentioned in Section 1.
- The regular interval schedule at which the person identified herein who is responsible for maintenance will collect the items donated and perform regular maintenance of the Collection Bin. The interval shall not exceed thirty (30) days.

4. Fees and Duration:

The application fee is **\$25.00 per bin**. Each license granted shall be valid for the period of January 1 through December 31 of each year. This form shall also be used for applications for renewals of licenses. The fee for renewals of existing licenses is also **\$25.00 per bin**.

Upon the granting of a license, a permit (sticker) issued to the applicant shall be affixed to the Donation Collection Bin. The permit (sticker) shall be clearly placed on the same side as the chute used to deposit donated items.

5. Signatures:

By signing below the Applicant certifies that it has read and understands Chapter 126 of the Ashland General Bylaws including all provisions related to its responsibilities as the individual or entity responsible for the Collection Bin(s) specified herein and fines for noncompliance.

The Applicant further understands that the Ashland Building Commissioner retains the right to deny any license application which does not comply with the requirements of Chapter 126 of the Ashland General Bylaws or if he or she determines that the placement of the Donation Collection Bin, notwithstanding compliance herewith, would constitute a public safety hazard. Said Denial shall be in writing and set forth the reasons for said denial.