



City of Irving, Texas
Application for Liquid Waste Transportation Permit

[] New [] Renewal (please check one)

Company Information

Business Name _____ Business phone: _____

Parent Company Name, Texas Incorporation #, Address & Phone # (If Applicable)

Physical Address _____ City _____ State _____ Zip _____

Mailing Address _____ City _____ State _____ Zip _____

After Hours phone: (____) - _____ Emergency phone: (____) - _____ Fax Number: (____) - _____

TCEQ Registration number: _____ Registered since: _____ TCEQ Expiration: _____

Owner's Name _____ Phone number (____) - _____ DL State and Number _____

Managers Name _____ Phone number (____) - _____ DL State and Number _____

Trip Ticket Contact Name _____ e-mail: _____

Insurance Company _____ Policy No. _____

Have you been denied a permit from any other city? [] Yes [] No
(If yes, please provide the information below)

Vehicle Information

Permit # IRV - _____ Year _____ Make _____ TXDOT # _____

License Plate number: _____ State of Issue _____ Waste Capacity (gallons) _____ VIN: _____

Type of waste transported? [] Grease [] Grit [] Septic Tanks [] Portable Toilets

City of Irving Manifests required for: Grease, Grit and Septic removals. (Quarterly Report Required)

Disposal Site Information:

List disposal site(s), contact person(s), address(es), and phone #

- 1) _____
2) _____
3) _____

I, the undersigned, hereby make application to transport Liquid Waste in the City of Irving, Texas, and declare to accept and abide by all pertinent ordinances and regulations in the City of Irving. I understand that falsification of any information submitted in the application shall be cause for termination of the permit, and that the permit shall be renewed annually.

Signature of Owner / Manager _____ Date _____

FOR OFFICIAL USE ONLY Permit No. IRV _____ Approved? [] Yes [] No Fee \$ _____

Permit Period: _____/_____/_____ to _____/_____/_____

Inspector _____ Date _____

FAQ for Liquid Waste Transporting Procedures

When is a permit required?

Chapter 41 of the City of Irving, Texas, Civil and Criminal Code requires that a permit be obtained for all vehicles operated for the purpose of transporting liquid waste generated within the City of Irving. The permit must designate the type of waste to be transported and excludes the transportation of hazardous waste. The permit is issued to the vehicle and is non-transferable. Each permit shall expire one (1) calendar year from the date it was issued.

When is a truck inspection required?

A Liquid Waste Hauler inspection is required whenever a transporter is applying for a new permit, or permit renewal. You must complete an inspection of each vehicle you wish to permit.

What documentation is required for a permit application and inspection?

1. City of Irving Application for Liquid Waste Transportation Permit, with all information completed and signed by Owner/Manager of the company is required when a vehicle submitted for inspection. **A SEPARATE APPLICATION IS REQUIRED FOR EACH PERMIT**
2. Current copy of TDH/TCEQ Registration Certificate
3. Current copy of Insurance Certificate for each vehicle
4. Up to date copy of Valid Driver's License for the Owner, or Manager of Operations
5. Up to date copy of Vehicle Operator's Driver License, and submittal of all drivers names, state of issue, issue and expiration dates of drivers license and driver's license numbers of associated drivers
6. Disposal site documentation

Items to be installed prior to inspections:

1. The following stickers 3" in height and contrasting color:
 - a. TCEQ Registration number
 - b. Individual waste hauler identification number (IRV- 000A)
 - c. Discharge port labeled "Discharge Port"
 - d. Company name and phone number
 - e. Trucks carrying water; labeled with volumes of waste and water with dividing line
2. License plate mounted on vehicle
3. For trucks carrying both fresh water and waste, an air gap two times the diameter of the supply or RPZ Backflow preventer must be installed.

What is the fee structure?

Currently, the permit fee for the first vehicle (primary) is \$150.00. Each additional vehicle is \$100.00. Trip ticket books, ten (10) five-part tickets per book, are \$10.00 each. When a vehicle is permitted for the first time, four (4) ticket books may be purchased. Make checks payable to the "City of Irving." If paying with cash, please have exact change (**cash or check only, no credit cards**).

When and where are inspections performed?

Inspections are performed at the City of Irving Valley View Municipal Complex, located at 333 Valley View Lane Monday through Friday, 7:30 AM-4:00PM.

IMPORTANT NOTE: If for any reason a vehicle will be late or not available for an appointment, notify the inspector immediately. The inspection process sometimes requires scheduling more than one person. If the vehicle is delayed or unavailable at the appointed time, valuable time is lost and the vehicle must be rescheduled.

Do I have to fill out an application and have my vehicle inspected again if I received a permit last year?

City of Irving requires an application for each vehicle and an inspection before a permit is issued.

How do I get a replacement trip ticket book?

Trip ticket books are sold at the Water Utilities Department located at **333 Valley View Lane**. When a vehicle is initially inspected, books may be purchased. All books are numbered and these numbers are kept in the transporter file. A company representative can call to schedule an appointment to purchase books and designate the number of books to be purchased, doing this allows the city to have the books readily available upon arrival.

IMPORTANT MANIFEST TRIP TICKET NOTE: Manifest trip tickets must be filled out completely. The white copy must be delivered or mailed to the Water Utilities Department within ten (10) days marked: "Attention Elijah Dorminy, Environmental Compliance." Each of the following items are considered separate violations: Incomplete manifest trip tickets, failure to use manifest trip tickets, or delayed receipt of Liquid Waste Transportation Trip Tickets.

My company only services portable toilets. Are trip tickets required for these, also?

No. However, a quarterly report showing each service is required. These reports must include:

- a. site(s) serviced
- b. date(s) of service
- c. total volume removed and disposed
- d. disposal site name, location and date

Where do I mail correspondence?

Mail to: **City of Irving
Water Utilities Department / Environmental Compliance
Attn: Elijah Dorminy
333 Valley View Lane
Irving, TX 75061-6024**

How do I get a copy of the City Ordinance regarding Liquid Waste Transportation and Disposal?

Contact the Environmental Compliance Division office at (972) 721-2281. A reproduction fee may be required.

For questions or additional information

Please visit City of Irving website: <http://www.cityofirving.org/water-utilities/environmental-compliance.html>

Contact our office during normal business hours at (972) 721-2283

Or you may contact Elijah Dorminy, Environmental Compliance Specialist at (972) 721-2124, email edorminy@cityofirving.org