



# County of Fairfax, Virginia

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

## SOLID WASTE BROKER (SWB) REGISTRATION FORM

### Solid Waste Management Program Fairfax County, Virginia

#### **IMPORTANT INFORMATION ON THE APPLICATION PROCESS**

A completed version of this form, including the Client and Broker Information Spreadsheet, along with a Statement of Service for each client, must be submitted in order to meet the registration requirements of Chapter 109.1-4-16(e)(1) and 109.1-4-16(e)(2) of the Fairfax County Code.

A \$50 filing fee will be assessed following the approval of the annual registration submittal. Please DO NOT submit a check or money order until asked to do so by county staff. Once the fee has been requested and the payment is recorded, an email will be sent to confirm the registration, and the company will be added to the list of registered SWBs published on the county website.

**Name of Business:**

**Name of Parent Company (if applicable):**

**Name of Person Completing Application:**

**Business Address:**

**City:**

**State:**

**Zip Code:**

**Contact Email:**

**Contact Phone #:**

**PLEASE NOTE:** SWBs are required to register with the Virginia State Corporate Commission (VSCC) and/or must designate a Registered Agent that can receive service of process when a business entity is party to a legal action, such as a lawsuit or summons. To find out more about how to register with the VSCC, please visit: <http://www.scc.virginia.gov/>.

**Virginia State Corporation Commission ID#:**

**Name/Title of Registered Agent:**

**Mailing Address (city, state, zip):**

NOTE: P.O. Box Addresses are not acceptable, must list a physical address.

#### **Please Sign and Date This Application**

*I certify that the information provided in this application is true and correct to the best of my knowledge and belief.*

**Name:**

**Signature:**

**Date:**

**Department of Public Works and Environmental Services  
Solid Waste Management Program**

12000 Government Center Parkway, Suite 458  
Fairfax, Virginia 22035

Phone: 703-324-5230, TTY: 711, Fax: 703-324-3950  
[www.fairfaxcounty.gov/dpwes](http://www.fairfaxcounty.gov/dpwes)

