THIS FORM MUST BE POSTMARKED BY SEPTEMBER 30, 2014 and mailed to:

Robert C. Hoyt, Director
Department of Environmental Protection
Attn: Theresa Souders
101 Monroe Street, Sixth Floor
Rockville, Maryland 20850

NON-RESIDENTIAL SYSTEMS BENEFIT CHARGE APPEAL FORM

UNDER SECTION 2 (D) OF EXECUTIVE REGULATION 9-99

I am the (Circle One): Owner or Authorized Agent **Account No.**_____

(If Authorized Agent – Please send copy of document creating authorization)

Name_____ Premise Address_____

Address_____ _____

_____ _____

Telephone Number (_____)_____ Premise Phone _____

BASIS FOR APPEAL **(Applicant must attach supporting documentation specified below)**

1. If you are appealing the Generator Category, indicate: *(Please read additional instructions below)*

Generator Category shown on tax bill: (Refuse Area on tax bill)	☐ Low (34 or 44)	☐ Medium-low (35 or 45)	☐ Medium (36 or 46)	☐ Medium-high (37 or 38)	☐ High (38 or 48)
Generator Category suggested: (Refuse Area)	☐ Low (34 or 44)	☐ Medium-low (35 or 45)	☐ Medium (36 or 46)	☐ Medium-high (37 or 38)	☐ High (38 or 48)

2. If you are appealing the number of Units, indicate: *(Please read additional instructions below)*
Number of units indicated on Tax Bill _____Actual Gross Floor Area is _____
Has a previous appeal been filed for this property? ☐ yes ☐ no On what date(s)_____

Contact: Theresa Souders (Admin. Specialist II) (Solid Waste Division) -- (Telephone) (240-777-6425)

Required Supporting Documentation: A detailed statement of the basis for the appeal.
If you are requesting review of the Generator Category, the documents provided by the owner must include evidence reflecting all of the waste generation at the property including:

- Invoices for the most recent twelve months of service from the solid waste collector(s) for the property. If such invoices do not state the net weights of waste from the property according to weight tickets issued for state certified calibrated scales, then the application must also include copies of the contracts stating the dumpster volumes and frequency of service to the invoiced amounts. State certification of scale calibration must have occurred in the year in which the appeal was filed.
- Affidavits stating an estimate of tonnage are not acceptable unless accompanied by weight readouts from calibrated scales.
- If invoices for waste collection do not exist, the applicant must certify this, and supply existing supporting documentation. The Department may inspect the property and/or require additional information in order to estimate its waste generation rate.
- If a waste container is being used by multiple properties, please supply the tax account numbers and premise addresses of each property contributing waste.

If requesting review of the number of Units (enclosed floor area divided by 2000, rounded), you must include:

- Evidence of the actual gross floor area of the property from assessor's worksheets at MSDAT or from architectural plans filed at the Montgomery County Department of Permitting Services.

Every application must include a copy of your Tax Bill

I hereby certify that: (1) the above and enclosed information is correct and represents all the waste generated on the property identified by the above property tax account number, including all leased portions of the property; (2) the owner consents to entry onto the property, and examination of business records as necessary, by Department personnel for all purposes authorized under Article 48-8A; and (3) I am the property owner or I am the duly authorized agent of the property owner for the purposes of this appeal.

Signature_____**Print Name**_____

Title_____**Date**_____ **Email Address**_____