

Office of the County Executive

Dr. Alan McCarthy
County Executive

Alfred C. Wein, Jr.
Director of Administration

Office: 410.996.5202
Fax: 410.996.1014



W. Scott Flanigan, P.E., Director
410.996.5259

Cliff Engle, Chief
410.996.6275
Fax: 410.287.4608

County Information
410.996.5200
410.658.4041

CECIL COUNTY GOVERNMENT

Department of Public Works
Solid Waste Management Division
200 Chesapeake Boulevard, Suite 2400, Elkton, MD 21921

Municipality & Community Group Recycling Bin Loan Program

This program provides Municipalities and recognized Cecil County Community Groups with the ability to recycle at their community events. This program is first come first serve so please reserve the recycling bins ahead of time for your event. A list of full rules and restrictions is on the back of this page.

Please fill out the following information and sign the attached Hold Harmless Agreement.

Name of Municipality or Community Group: _____

Name of Event: _____

Date(s) of Event: _____

Address or Location of Event: _____

Contact Person: _____ Contact Phone: _____

Contact Cell: _____ Contact E-mail: _____

Number of Recycling Bins Requested: _____

Recycling Dumpster Requested? (*ONLY for events with attendance of 5,000 people or more*): yes no

- All set up, collection, and removal of the bins and recyclables must be done by the municipality or community group requesting the bins.
- We suggest putting a recycling bin next to each trash bin and at food court areas.
- Recycling bins are labeled for bottles, cans, and cups to target event recyclables, but can have all single stream recyclables (mixed paper & cardboard also) put into them.
- The bins should be picked up and dropped off at the Cecil County Central Landfill Recycling Office, 758 E. Old Philadelphia Rd., Elkton, MD 21921, on the date scheduled by the Recycling Program Manager

By signing this form I attest I have read and understand the restrictions printed on the back of this sheet.

Group or Municipality Contact Signature: _____ Date: _____

For more information contact:

Recycling Program Manager, Tanya Adams
Phone: 410-996-6275 extension 224
Cell: 443-309-0573
Fax: 410-287-4608
E-mail: Tadams@ccgov.org

For county use only: Pick up Date: _____ Return Date: _____ Approval: _____

Recycling Bin Loan Program Guidelines:

1. Recycling bin loan request forms, scheduling, pickup, and return of recycling bins will be done during normal Central Landfill operating hours, Monday – Friday 7:30 am to 3:30 pm, excluding holidays, via the Cecil County SWMD recycling office. Forms are available at www.ccrecycling.org and at the Cecil County Central Landfill recycling office.
2. There are a limited number of recycling bins available, and this program is first come, first serve so municipalities and community groups are encouraged to fill out the required forms and return them to the County Recycling Manager ahead of time for their event. Availability of the recycling bins cannot be guaranteed. An adequate amount of recycling bags will be provided with the bins.
3. All municipalities or community groups that request recycling bins for their community event must do so through the county Recycling Program Manager (RPM) by filling out completing and returning the Recycling Bin Loan request form as well as the Hold Harmless agreement. Recycling bins will not be given to any group until this paperwork has been received by the RPM and the bin pick up and return dates scheduled with the requestor.
4. Recycling bins must be picked up and returned to the Cecil County Central Landfill, 758 E. Old Philadelphia Rd., Elkton, MD 21921 on the scheduled pick up and return dates listed on the recycling bin loan request form. Municipalities or community groups that do not return the bins by the scheduled return date will be ineligible to participate in the bin loan program for a period of one year from the scheduled return date. Municipalities or community groups that fail to return bins or which return damaged bins will be billed for their replacement costs and will be ineligible to participate in the bin loan program until payment is made in full.
5. The county understands the logistics of holding large events and that often all waste management is performed at these events by volunteers which may not have the ability to pick up numerous recycling bins needed for this size event. Therefore, events with participants, attendees, or spectators in excess of 5,000 may request bin delivery and a container for collection of recyclables. In return for this service, the community group is asked to give one (at least 10' x 10') vendor space to the Cecil County SWMD in order to promote recycling as well as all of the division's waste management programs. Those groups and municipalities which do not wish to waive their vendor space charge will be charged \$100.00 for this service. The county reserves the right to extend this service to other community groups in lieu of a vendor space fee. The county also reserves the right to partner with county municipalities and community groups for additional services in lieu of recycling bin and container loan, such as but not limited to advertising in event programs and brochures, and/or other services which assist us to advertise and promote SWMD programs and events.

Recycling Bin Loan Request Procedure:

1. Fill out Recycling Bin Loan Request form & Hold Harmless Agreement & sign both.
2. Turn forms into SWMD RPM.
3. When the request form has been received the RPM will contact the event contact listed on the form to schedule pickup and delivery, providing the amount of requested bins are available.
4. Pick up the recycling bins and return them to the Cecil County Central Landfill on the scheduled pick up and return dates.
5. Recyclables can be dropped off at the Cecil County Central Landfill for recycling on the date of bin return at no charge providing the requestor shows a copy of their recycling bin loan form to the Weighmaster on duty.

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INDEMNITY / HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, the undersigned Organization agrees to indemnify and hold Cecil County, Maryland, its elected and appointed officials, employees, and volunteers and others working on behalf of Cecil County Maryland, harmless from and against all loss, cost, expense, damage liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time there from) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise of the Organization, or anyone acting on its behalf in connection with or incident to **(Cecil County Government property, and or operations, including its Solid Waste Division)**; and the Organization shall, at its own cost and expense, defend any such claims and any suit, action, or proceeding which may be commenced there under, and the Organization shall pay any and all judgments which may be recovered in any suit, action or proceeding, and any and all expense including, but not limited to, costs, attorney's fees and settlement expenses, which may be incurred therein.

Print Name of Organization _____

Organization Phone Number _____

Print Authorized Signers Name _____

Authorized Signature _____

Address (street) _____

City, State, Zip Code _____

Date _____

For County Use Only: Agreement Number: _____