



Engineering Department

Submit completed request forms to: [engineering@burnaby.ca](mailto:engineering@burnaby.ca)

**Receptacle Change Request Form**

Full Name: \_\_\_\_\_

Civic Address & Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Utility Account Number: \_\_\_\_\_ for assistance call Tax office at 604-294-7350.

***I would like to:***

<b>Upsize Garbage</b>	from _____ to _____	<b>Upsize Yard Waste</b>	from _____ to _____
<b>Downsize Garbage</b>	from _____ to _____	<b>Downsize Yard Waste</b>	from _____ to _____
<b>Purchase New Garbage</b>	_____	<b>Purchase New Yard Waste</b>	_____

I/we are aware of the changes to the Garbage Disposal Fee moving forward (see table below for details), and the **one-time \$50.00** exchange fee per address.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Important Notes:**

- Submit completed request forms to [engineering@burnaby.ca](mailto:engineering@burnaby.ca)
- A representative will contact you within 2 business days to process your request via credit card (a 1.75% credit card recovery fee applies). Do not send credit card information via email.
- If making payment via cheque, mail your completed form with payment to the Engineering Department 4949 Canada Way, Burnaby BC V5G 1M2. Cheques payable to ‘City of Burnaby’.

<b>Tote Costs &amp; Annual Fee Details</b>		
Size	Cost	Annual Disposal Fee
120L	\$65.00	\$40.00
180L	\$75.00	\$100.00
240L	\$85.00	\$140.00
360L	\$95.00	\$385.00

Yard waste container only available in 180 L, 240 L, 360 L.

Size of yard waste container does not impact annual garbage disposal rates.

Annual Garbage Disposal Fees reflected on the March 15<sup>th</sup> Utility Tax Statement **are not prorated** when the size of the receptacle is changed during the year.