



CITY OF TYLER COMMERCIAL BRANCH SITE POLICY

The City of Tyler authorizes the use of the Branch site to commercial users upon the following conditions:

Commercial users must pay an annual fee of \$100 payable at City Hall for the use of the branch site year-round. This fee **MUST** be paid in advance or the user will be charged double the fee. With this fee, users will be provided a key to unlock the gate during the winter months. Please note that it will be the responsibility of the key holder to move snow to access the site during the winter months or access may be denied.

Only branches and leaves are accepted, with the exception of wood logs that originate from properties located within the city of Tyler and are no longer than 12 feet long and no wider than 12 inches in diameter. It is the responsibility of the user to make sure branches and leaves are placed in the correct spot and done so in a neat manner. If you are unsure of where to pile branches, please contact the City Utility department. If a user does not follow all rules and guidelines, they may be banned from utilizing the site and forced to return their key without refund.

Absolutely **NO** Fence Posts, Stumps, Root balls, Stump Grindings, Landscaping Materials, Concrete, Plastic Bags, Municipal Solid Waste, Hazardous Waste, Appliances, Electronics, Tires, Concrete, Fluorescent Bulbs or Ballasts will be accepted. This includes all other items that are banned from the landfill or prohibited by Federal or State Solid Waste rules.

Locks at the Branch Site will be changed every fall and it is the responsibility of the key holder to return the key to the city each year, prior to receiving a new key.

This policy form **MUST** be completed by the person who is responsible for the Branch Site Key and payment must be received by the city prior to receiving a key or utilizing the site.

For the protection of our residents, the City encourages all commercial tree services to be licensed and insured when conducting business in Tyler.

Applicant Signature: _____

Applicant Name: _____

Address: _____

Phone Number: _____ Date: _____