



Complete and return to:  
City of Forest Lake  
1408 Lake Street South  
Forest Lake, MN 55025

Date Received: \_\_\_\_\_  
Approved: \_\_\_\_\_  
Denied: \_\_\_\_\_  
*For office use only*

**Forest Lake Refuse and Recycling Program:  
Request for Door-Step Collection  
(Page 1)**

The City of Forest Lake understands the importance of a clean, litter-free and livable community and wishes to provide for cost-efficient collection of refuse and recyclables from residential properties. To achieve these goals, the City provides City-contracted refuse and recycling service through Republic Services.

Walk-up Service, sometimes referred to as Valet Service, for refuse and recycling services provided by the City-contracted company, Republic Services, is available to residents based on a valid need for this service.

Examples of a demonstrated need for Walk-up Collection Service:

- The inability to bring refuse, recycling and yard waste \*\* carts to the curb for pick-up because of a disability, limitation or need for assistance.  
    \*\* Yard Waste Walk-Up Collection is available only to yard waste subscribers with a cart.
- Other justifiable needs for the resident at this address.

Examples of Walk-up Collection Service:

- Containers are set out to a location accessible to both resident and hauler.
- Does not require hauler to enter resident’s home or garage to access containers.
- Does not require hauler to drive on private property. \*\*  
    \*\*Service may require resident to sign a private road liability waiver

\_\_\_\_\_  
**Name of Applicant:**

\_\_\_\_\_  
**Address of the property for which Walk-Up Collection is Requested:**

\_\_\_\_\_  
**Telephone Number:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Forest Lake Refuse and Recycling Program:  
Request for Door-Step Collection  
(Page 2)

Tenant Name (if applicable): \_\_\_\_\_

Address of property owner (if different than address for which service is requested):  
\_\_\_\_\_

Tenant telephone number: \_\_\_\_\_ Tenant email: \_\_\_\_\_

Reason for service request:

- Inability to bring containers to curb
- Other household reason for Walk-up collection is needed
- Temporary Service Request (list dates) \_\_\_\_\_

Describe nature of household need:  
\_\_\_\_\_  
\_\_\_\_\_

**Carts must be visible and placed in front or directly next to garage or home.  
Driveways must be cleared of snow down to surface and sanded to keep Drivers safe from accidents.**

**Data Privacy Notice:** I understand that the information I provide on this form will be used to process my request for Refuse and Recycling Walk-up Collection. Some of the requested information may be private data and may be available to me and City of Forest Lake employees who need to have this information to perform their duties, but not to the public. Data may also be shared as required by law. I understand that I am not legally required to provide this information, but if I do not provide it, the City of Forest Lake may not be able to process my request for Walk-Up Collection.

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

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

*The City of Forest Lake shall have sole discretion to grant or not grant this request. Regular verification of proper disposal of refuse and recycling will be made at the property for which the request for special service location is made. Evidence of improper refuse or recycling storage collection or disposal shall be reason to immediately require standard set-out procedures. Contact the City if this Walk-up Collection is no longer needed in the future. Thank You.*