

SPECIAL WASTE ONLINE FORM GUIDE

Please visit the Waste Connections special waste web page at: specialwaste.wasteconnections.com

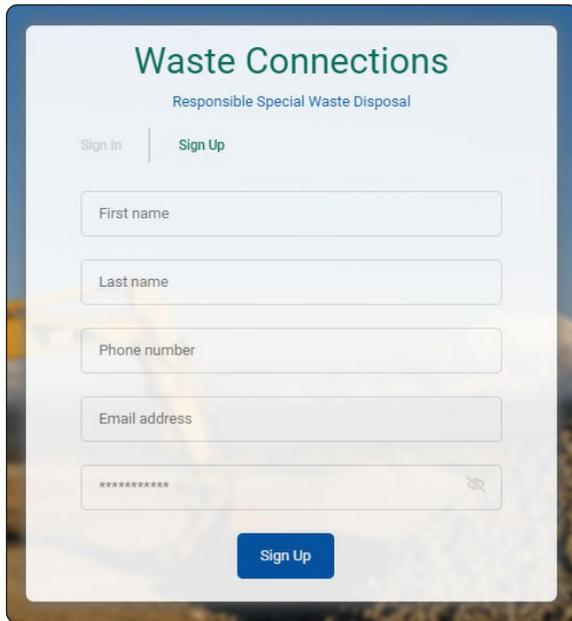
Once your account is created, choose “Sign In” for access.

If you run into any issues, contact Darren Hansen, Environmental Specialist.
darren.hansen@wasteconnections.com Office phone: 360-566-6920

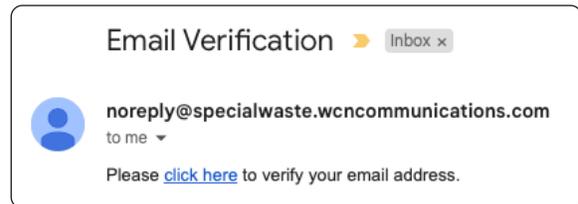
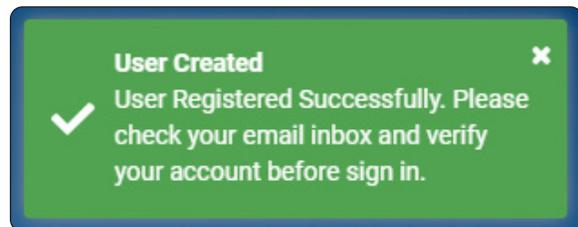
Follow these steps to create your account

In order to properly dispose of your special waste material, you will first need to set up an account. The first six pages of this document will walk you through that process, step by step.

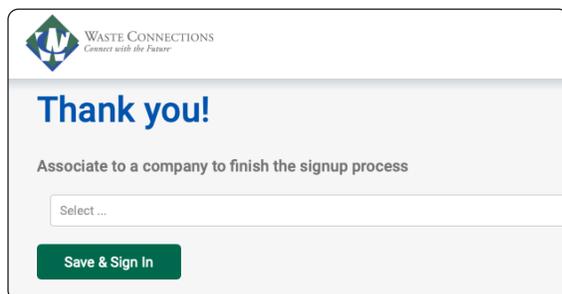
1. For your first time logging in to create a company account, choose “Sign Up.” Fill in the form and click the “Sign Up” button. You should see a “User Created” pop up. Check your email inbox to verify your account.



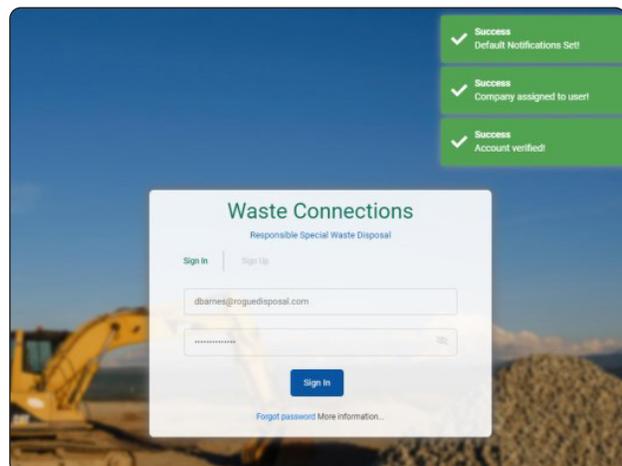
The screenshot shows the 'Waste Connections' sign-up page. At the top, it says 'Waste Connections Responsible Special Waste Disposal'. There are two tabs: 'Sign In' and 'Sign Up'. Below the tabs are five input fields: 'First name', 'Last name', 'Phone number', 'Email address', and a password field with a strength indicator. A blue 'Sign Up' button is at the bottom.



2. Once you verify your email, it will take you to a screen where you will be asked to associate your account with a company set up in the system. Start typing your company name until you see it in the drop-down menu. Click “Save & Sign In”. Enter your user name and password to log in. If your company is not already in the system, click “Create Company”.

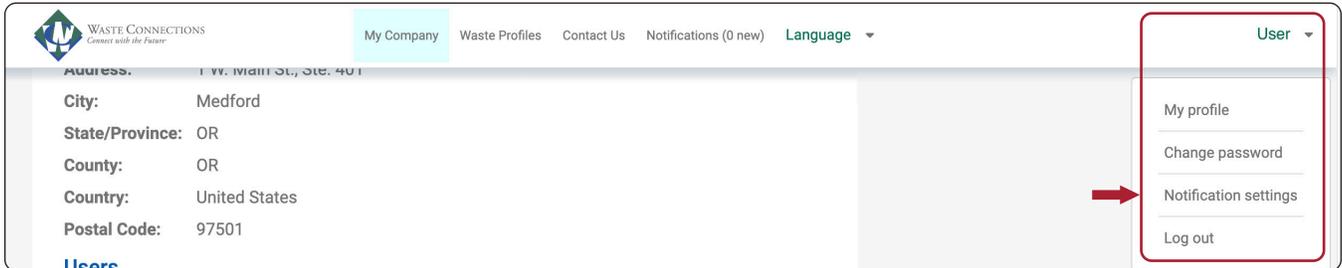


The screenshot shows a 'Thank you!' message from Waste Connections. It says: 'Associate to a company to finish the signup process'. Below this is a dropdown menu with 'Select ...' and a green 'Save & Sign In' button.



The screenshot shows the 'Waste Connections' sign-in page. At the top right, there are three green success notifications: 'Success Default Notifications Set!', 'Success Company assigned to user!', and 'Success Account verified!'. The sign-in form has 'Sign In' and 'Sign Up' tabs. The email field contains 'dbarnes@roguedeposal.com' and the password field is masked. A blue 'Sign In' button is at the bottom. There are links for 'Forgot password' and 'More information...'.

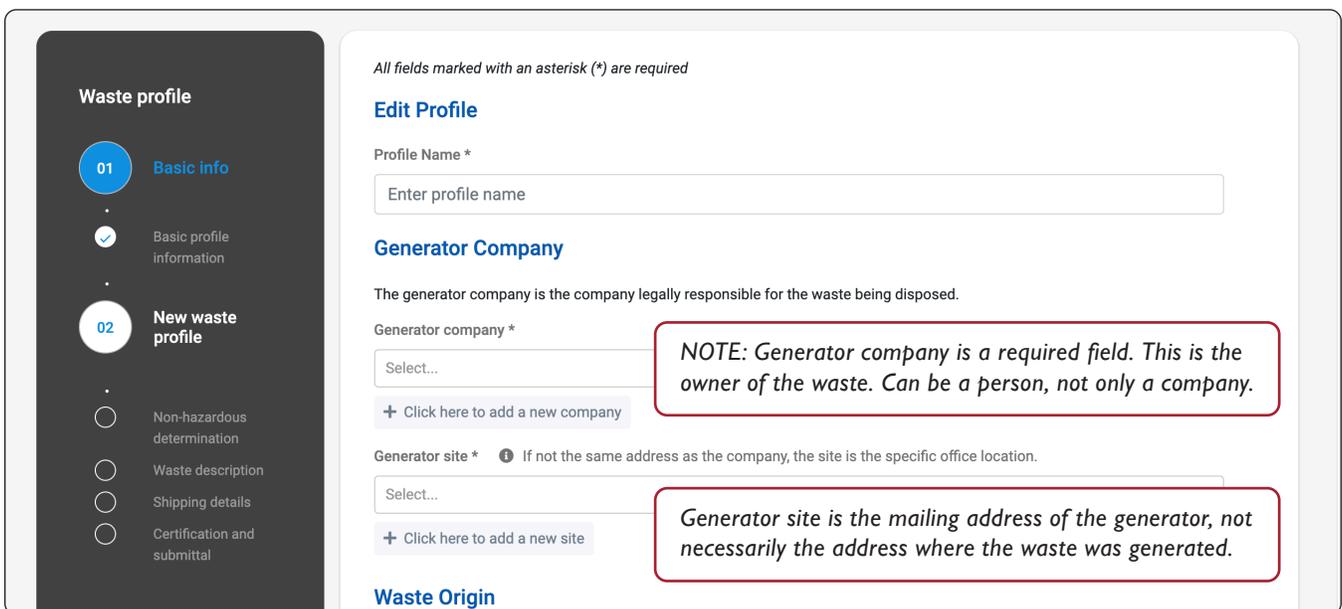
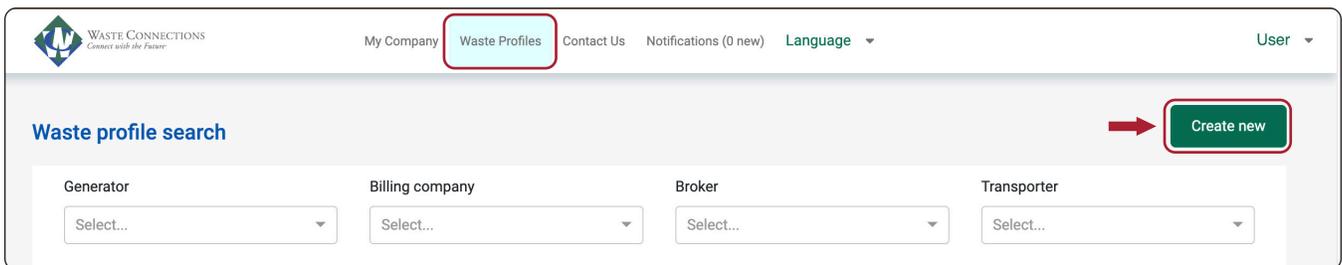
3. Click “Agree” on the Terms of Service. You will then enter the system. Here, you can create or search for your waste profiles.
4. **Very important:** Click on the drop-down arrow in the top right corner by your name and choose “Notification settings.” Click the drop-down arrow and choose your site (company name). A checklist will show all the options for email notifications you wish to receive regarding a profile. For example, when a profile is approved or a note is added. You can update your selections at anytime.



Steps to create a special waste profile

After you have submitted your account set up, you will need to create a new profile for approval every time you bring special waste material to the landfill. The following information will show you how to start that process.

1. Once you are logged in, click the “Waste Profiles” tab, then the “Create new” button in the top right of the screen. Begin entering the Basic Profile Information.



Note: In order for you to view your profiles, your company must be associated with the profile as either a generator, biller, transporter, or broker.

Waste profile

01 Basic info

Basic profile information

02 New waste profile

- Non-hazardous determination
- Waste description
- Shipping details
- Certification and submittal

Waste Origin

This is the physical location where the waste is being generated.

Same as generator site address

Address * City *

State/Province * Postal Code * County *

Landfill

Dry Creek will be there when you click the drop down arrow.

Landfill *

Billing Company

NOTE: Billing is a required field—who is paying for the waste.

Same as generator company

Billing company *

+ Click here to add a new company

Billing site *

+ Click here to add a new site

Broker/Consultant

If you are the billing company paying for the waste, you do not need to click yes here.

Would you like to associate a broker or consultant company to this profile?

Transporter

NOTE: Transporter is a required field.

Transporter company Transporter site

+ Click here to add a new company

+ Click here to add a new site

Click “Save & continue” to advance to the next page, or “Save & exit” and you can come back later to edit and complete the profile.

In this section, there are 11 questions to answer for the Non-Hazardous Determination. Most default to “No.”

Note: You must answer question 1a. It will trigger a drop-down menu for more information. For example (shown below), if you choose “Certified analytical report,” additional questions appear and you have the opportunity to upload your lab results.

Waste profile

- 01 Basic info
- 02 New waste profile

Basic profile information

Non-hazardous determination

Waste description

Shipping details

Certification and submittal

Non-Hazardous Determination

1. Is this an EPA hazardous waste?

Yes No Not sure? Take the EPA hazardous waste quiz

1a Select which non-hazardous determinations apply

Process knowledge

Safety data sheet

Certified analytical report

Is this a representative sample in accordance with 40 CFR 261?

Yes No

What type of sample is this?

Select...

Sample ID

Attach document Click here to upload

Exempt waste

2. Is this a state hazardous material?

When describing your waste in this section, try to fill in every line or it could delay approval. (continued next page)

Waste profile

- 01 Basic info
- 02 New waste profile

Basic profile information

Non-hazardous determination

Waste description

Shipping details

Certification and submittal

Waste Description

Waste description

Is this an industrial waste?

Yes No

How was waste generated?

Why is this waste being disposed?

Has this waste been contaminated?

Yes No

Certification and
submittal

Constituents

+ Add Constituent

Color

Physical state at 70F (22C)

pH applicable?

Odor

Is the material reactive?

Flash point

Enter the shipping details for this profile only.

Waste profile

- 01 **Basic info**
- Basic profile information
- 02 **New waste profile**
- Non-hazardous determination
- Waste description
- Shipping details
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Shipping Details

Event frequency <input style="width: 100%; height: 20px;" type="text"/>	Anticipated number of loads <input style="width: 100%; height: 20px;" type="text"/>
Estimated annual quantity <input style="width: 100%; height: 20px;" type="text"/>	Unit of measure <input style="width: 100%; height: 20px;" type="text"/>
Shipping frequency <input style="width: 100%; height: 20px;" type="text"/>	
Quantity per shipment <input style="width: 100%; height: 20px;" type="text"/>	
Container type <input style="width: 100%; height: 20px;" type="text"/>	Container size <input style="width: 100%; height: 20px;" type="text"/>

This section must be signed by the Generator *OR* you must include the Third Party Authorization Form below.

Waste profile

- 01 **Basic info**
 - Basic profile information
- 02 **New waste profile**
 - Non-hazardous determination
 - Waste description
 - Shipping details
 - Certification and submittal

Certification statement

I hereby certify that all information contained herein is true and correct, and the material described is properly identified, classified, packaged, labeled, and prepared as indicated. I certify that this waste is either (i) not hazardous or dangerous as defined by the U.S. EPA, or the state or province of origin; or (ii) (and applicable to TX only) hazardous, special or industrial waste (including friable asbestos) that meets the classification of Class II waste. I certify that this waste does not contain any regulated radioactive materials and does not contain PCB's regulated by TSCA or any other regulatory authority. I certify that all known and suspected hazards have been disclosed. I certify that all samples used for this analysis are representative of the materials described herein. I understand that all wastes may undergo inspection upon arrival at the designated facility and may be refused if the delivered material does not conform to the description herein. Notification will be provided immediately if there is a change in the composition of, or process generating this waste stream, prior to offering the waste for shipment or management.

Type signature here

Title

Type here...

Update Signature

Jan/31/2023 4:47 PM

Third Party Authorization Form

If the Certifier of this profile is an employee of a company other than that listed as the Generator, please complete and upload a Third Party Authorization form. This form is required for review prior to approval.

Upload Form

Back Submit information Save & Exit

Then, if ready, click "Submit information." Your profile application will then be reviewed. Check your email for any notifications and approval. Or click "Save & Exit" and you can come back later to finish.

Follow these steps to search for your special waste profile

After you have submitted your profile, you are able to search for any profiles you have in the system. This page will show you how to start that process.

1. Once you are logged in, you have many options to search for the profile you are associated with, then click “Apply filter” for results.

Waste Connections
Connect with the Future

My Company Waste Profiles Contact Us Notifications (0 new) Language User

Waste profile search

Create new

Generator: Select... Billing company: Select... Broker: Select... Transporter: Select...

Landfill: Select... Approval number: [] Status: Select... From: [] To: []

Apply filter

Clear

Search: [] Show 100 entries

Modified	Name	Approval number	Generator	Broker	Expires
01/31/2023	User		Rogue Disposal & Recycling		

Showing 1 of 1 entries Previous Next

2. You can click on any profile listed to open it. You also have options to edit, upload more documents, see notes, print, and so on. You can print blank profile forms or the signature page, as needed.

Waste Connections
Connect with the Future

My Company Waste Profiles Contact Us Notifications (0 new) Language User

User

Edit profile Edit signature Documents Notes Activity Clone Print Archive

Status: **SUBMITTED**

Approval Number:

Generator Company

Print Profile
Print Blank Signature
Print Blank Profile