



# CITY OF EL MONTE

## Public Works Department

Valley Vista Services – El Monte Office: 10822 Valley Mall El Monte, CA 91731  
(800) 442-6454 Hours: Monday–Thursday 10am–4pm



Valley Vista Services  
Waste Disposal and Recycling Division

### Request for Discontinuance of Refuse Service

I declare that collection of refuse from the property located at the address of \_\_\_\_\_  
is unnecessary due to the following, \_\_\_\_\_  
Date Property was vacated: \_\_\_\_\_

**If the date that the property was vacated has passed, a copy of a utility bill showing low or no usage or a closing statement may be required to process your request. If this discontinuance is due to the property being sold, provide proof of the date of escrow closing for verification.**

I request that refuse service of said property referenced above be discontinued. I hereby certify that if this request is approved, no rubbish, yard waste, trash or garbage will be allowed to accumulate or be stored on the above listed property for over seven (7) Days. The property will be properly maintained, kept free of weeds, refuse, and structures. Failure to maintain the property will cause refuse service billing to resume.

Please specify (check box that applies):  OWNER of PROPERTY or  TENANT

If you checked TENANT, please provide Owner's Contact Information: \_\_\_\_\_

APPLICANT INFORMATION		Date of application: _____	
_____	_____	_____	_____
SIGNATURE		TELEPHONE NUMBER	
_____	_____	_____	_____
PRINT NAME		MAILING ADDRESS, CITY & ZIP CODE	

Please inform (check box that applies):  INITIAL APPLICATION or  RENEWAL

Renewal is **NOT** automatic. Applicant must submit a renewal application if discontinuance is required after expiration date shown above. Initial: \_\_\_\_\_

This approval expires on \_\_\_\_\_ or when occupied.

FOR OFFICE USE ONLY			
<input type="checkbox"/> APPROVED Application effective: _____ Date	COMMENTS:	_____	
		_____	
<input type="checkbox"/> DENIED (see comments on right) _____ Date	VERIFIED BY:	_____	_____
		Code Enforcement	Date
	REVIEWED BY:	_____	_____
		Valley Vista Representative	Date
	APPROVED BY:	_____	_____
		Environmental Services Division	Date