



# Resource Conservation

*A division of Administrative Services*

Boulder County Recycling Center • 1901 63<sup>rd</sup> Street • Boulder, Colorado 80301 • Tel: 720.564.2220 • Fax: 720.564.2227  
[www.bouldercounty.org](http://www.bouldercounty.org)

## **Boulder County Hauler License Instructions**

[Boulder County Ordinance #2016-01](#) requires licensing of all hauling companies operating within Boulder County that collect, transport or dispose of discarded materials (garbage, recyclables, or compostables). Your hauler license expires on December 31 of every year.

Please follow the steps below to receive your new or renewed hauler license:

1. Complete the **Hauler Application Form**
2. Complete and sign the **Self-Certification Form**
3. Calculate your license fee based on an annual fee of \$50.00 for up to the first three vehicles (if you operate one, two, or three vehicles, the cost is \$50.00). Each additional vehicle is \$10.00 (i.e., if you operate four vehicles, the cost is \$60.00).
4. Send the two forms referred to above and your license fee payment to:

**Boulder County Resource Conservation Division**  
**Hauler Licensing Unit**  
**1901 63<sup>rd</sup> Street**  
**Boulder CO 80301**

***Please make checks payable to Boulder County Treasurer.***

Upon receipt of your Application, Self-Certification Form and payment, your Hauler License will be issued. With issuance of your license, you will receive the appropriate number of windshield decals for your vehicles.

### **Annual Report: Due January 31 each year**

Through a partnership with Boulder County, haulers and companies will now report for both the City of Boulder and unincorporated Boulder County using the same software program, Re-TRAC. The reporting forms can be found online at <https://connect.re-trac.com/login>. Please follow the instructions in the **Waste Hauler Reporting Guide**, which also contains links to youtube.com videos should you need additional help, to report the amount of municipal solid waste, recyclables and compost collected. **Paper forms will no longer be accepted.** All data reported to the city and the county shall be treated as confidential commercial documents under the provisions of the Colorado Open Records Act, Section 24-72-201, C.R.S., *et seq.*

If you have any questions, please contact the Boulder County Resource Conservation Division Hauler Licensing Unit at 720-564-2220 or e-mail [resourceconservation@bouldercounty.org](mailto:resourceconservation@bouldercounty.org).