

Automated Collection

1. **PLACEMENT OF CARTS:** In order to ensure pick up, refuse carts must be placed at the curb or alley by 6:00 a.m., on your scheduled pick-up day or no earlier than 4:00 p.m. of the day prior of collection. Carts shall be placed at the curb or alley with the arrows on the lid of the cart pointing towards the street. If possible, place containers in the street or at the edge of the alley with the wheels at least 6 inches away from the curb. Use caution on windy days, place hand on lid when moving the containers.

2. **STANDARD RATES:**
 - 96 Gallon Cart See Fee Schedule
 - Extra 96 Gallon Cart See Fee Schedule
 - 60 Gallon Cart See Fee Schedule
 - Extra 60 Gallon Cart See Fee Schedule

3. **OBSTACLES NEAR CART OR VEHICLES PARKED IN THE STREET:** Carts should be at least two feet away from any vehicle or other obstacles (mailbox, tree, fences, driveway edge etc.) In the event vehicles are parked in the street, place the cart at least two feet away from the vehicle and 2 feet away from the curb.

4. **PROCEDURES FOR TRASH LOCATED OUTSIDE OF THE CARTS:**
 - We will charge a fee for each additional bag or box left outside the cart
 - We may charge a clean up fee if the trash is scattered

5. **REMOVAL OF CARTS:** The City of Cheyenne Sanitation Division requests that residents remove their carts from the curbside or alley way no later than 12 hours following the day of collection. If the carts are left at the curb or alley the city may move the carts to the customer's property and charge a fee for this service.

6. **ELDERLY AND DISABLED CUSTOMERS:** Elderly or disabled customers who are physically unable to place their Trash or recycle containers at the curb may request to have "Special Attention" services. Residents must present documentation annually from a doctor to qualify for this program. Doctors may fax a note to the Sanitation office 307-637-6443. If you have any questions regarding this program please call 307-637-6440.

* Yard waste is an optional service and is not included in this program.

7. CUSTOMER REQUESTS TO CHANGE CART SIZE: Upon customers request larger carts may be switched out for smaller carts and vice versa based on availability and manpower. Customers will be charged a cleaning fee per container that is switched out (see fee schedule).

8. BULKY ITEMS: The Sanitation Division offers a bulk item pick-up for an additional fee. Please call 307-637-6440 for more information and scheduling.

9. YARD WASTE PROGRAM: This program begins the first full week of April until the week before Thanksgiving. Yard waste containers are an additional cost and are for lawn trimmings, leaves, and weeds ONLY.
On the third Thursday of each month during this program we offer a branch pick-up. Customers will need to call before the third Thursday to schedule.
The Branch pick-up is free (up to the 1st cubic yd) for current yard waste customers; customers who do not subscribe to the yard waste program will be charged by volume as an extra pick-up.
Please call the Sanitation Division 307-637-6440 to schedule a pick-up

*The City of Cheyenne operates a Compost Facility at 3714 Windmill Rd. for residents to dispose of yard waste and branches free of charge.

10. THE FOLLOWING ITEMS ARE NOT ALLOWED IN YOUR TRASH COTAINER:

- Hot Ashes
- Yard waste
- Trash that is not bagged
- Bricks, concrete, soil (other heavy objects that could damage the cart)
- Hazardous waste (paint, oil, batteries, pesticides, flammable liquids, drain cleaners, etc.)
- E-waste (computers, microwaves, printers, tablets, modems, etc.)

*To control trash, incase a container blows over or while being dumped we require that you bag all trash. Failure to bag your trash could result in additional fees.

11. ACCEPTABLE ITEMS TO RECYCLE IN THE CITY:

- Paper products: newspapers, books, junk mail, magazines, etc.
- Brown paper bags
- Clean cardboard (flatten & cut into 2'x2' pieces or smaller)
- Cereal boxes

- Aluminum foil or tin cans – empty
- Plastic containers (#1, #2, #4, #5)
- Glass food and beverage containers – brown, clear, or green – empty

*All items must be clean, dry, and loose (not bagged)