



## HAZARDOUS WASTE TRANSPORT LICENCE NEW APPLICATION CHECKLIST

### YOUR TRANSPORT LICENCE APPLICATION PACKAGE SHOULD CONTAIN

#### **HAVE YOU ENCLOSED THE FOLLOWING?**

- ☐ Completed, certified and signed **application** form
- ☐ A non-refundable licence **fee** (CDN \$500 for new licence and CDN \$200 for renewal). **Cheque** to be made payable to **Minister of Finance**. ("Used Batteries Only" is exempt from fee)
- ☐ A copy of financial security (CDN \$10,000); "Used Batteries Only" is exempt from security
- ☐ Copies of vehicle/trailer **registration and insurance** documents with proof of a minimum of \$5 million third party legal liability and coverage for hazardous waste **or**
- ☐ A completed and dated **fleet list for 11 or more** vehicles/trailers used to transport hazardous waste. A current Certificate of Insurance/letter from the insurance company must also be included, indicating a minimum \$5 million third party legal liability and hazardous waste insurance coverage for all vehicles/trailers noted on the fleet list
- ☐ Completed, certified and signed **contingency plan**
- ☐ Completed, certified and **contingency plan certification**
- ☐ A copy of your transportation of hazardous waste knowledge exam certificate or confirmation e-mail for knowledge exams passed between 2010 and 2020
- ☐ **Consignee** (receiver) **confirmation letter(s)**
- ☐ Proof of **registration** a Certificate of Good Standing or a screenshot of an online search of the Corporate Registry. Contact the Service BC or Corporate Registry (phone 250-356-2893, website [www.bcregistryservices.gov.bc.ca](http://www.bcregistryservices.gov.bc.ca)). Licences are not issued to partnerships.
- ☐ checked application checklist

New for 2021: Visit your local Service BC Centre to submit your application. Service BC will review your application for completeness, process your payment and submit your application to the Hazardous Waste Program. Please use the link to arrange an appointment with the Service BC office nearest you

<https://appointments.servicebc.gov.bc.ca/appointment> to book an appointment

All Service BC locations accept cheques, credit card/debit card, or money order fee payments except for the Vancouver & Surrey offices which accept credit card payments only.

Out-of-province applicants or citizens not wishing to visit a Service BC office may submit their completed application forms to [applications.sbc@gov.bc.ca](mailto:applications.sbc@gov.bc.ca)

For inquiries or information about the application please visit our webpage

<https://www2.gov.bc.ca/gov/content/environment/waste-management/hazardous-waste/transporting-hazardous-waste/transport-license-application-process>