

**AFFIDAVIT OF VACANCY**  
**City Ordinance 17.56(4)**

\_\_\_\_\_, being first duly sworn on oath,  
(name)  
alleges under penalty of perjury as follows:

1. I am an owner of the property located at \_\_\_\_\_.  
(address)  
in the City of Beloit, Rock County, Wisconsin.
2. The tax parcel number for the property is \_\_\_\_\_.
3. There are (one) (two) (three) (four)\* dwelling units located on the property.
4. During the calendar year 20\_\_ (one) (two) (three) (four)\* of the dwelling units located on the property (has) (have)\* been unoccupied and will remain unoccupied for the entire calendar year.
5. I am making this affidavit for the purpose of inducing the City of Beloit to refrain from collecting a solid waste collection and/or recycling fees for the unoccupied unit(s).
6. I understand that if the vacant dwelling unit(s) is later occupied at any time during this calendar year, I have an affirmative duty to notify the City Treasurer of that fact. I also understand that if the vacant dwelling unit(s) is later occupied at any time during this calendar year, I will be required to pay the annual solid waste disposal and/or recycling fees for the unit(s) so occupied.
7. I understand that any person who makes a false affidavit regarding the occupancy of any dwelling unit or fails to report the occupancy of a dwelling unit after filing an affidavit is subject to a forfeiture of not less than \$500 nor more than \$1,000 for each misrepresentation regarding the occupancy of a dwelling unit.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(owner)

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_.

\_\_\_\_\_  
Notary Public, Rock County, Wisconsin  
My Commission expires: \_\_\_\_\_

\*Strike as appropriate

**This form must be completely filled in, notarized and returned to the Treasurer's Office by January 20<sup>th</sup> of each calendar year.**

17.56 - CHARGE FOR CURBSIDE COLLECTION OF SOLID WASTE

- (1) **PERSONS AND PROPERTY SUBJECT TO SOLID WASTE COLLECTION CHARGE.** The owner of every dwelling unit and the owner of every nonresidential tax parcel receiving curbside solid waste collection services from the City, its employees, agents or contractors, shall be required to pay the solid waste fee established by this section. The curbside solid waste collection fee shall be paid by owners of tax exempt properties as well as owners of taxable properties. If the sewer bill is in an occupant's name, the bill for solid waste collection services shall also be put in the occupant's name. However, the owner of the property shall be responsible for payment of the bill for each dwelling unit for solid waste collection services if the occupant fails to pay the same. The solid waste collection fee does not include any fees otherwise charged pursuant to this chapter.
- (2) **COLLECTION CHARGE.** The collection charge for curbside solid waste collection services shall be established by City Council resolution.
- (3) **BILLING.** The City Treasurer shall bill each tax parcel receiving City curbside solid waste services on a monthly basis. The bill for such services shall be included with the monthly bill for City sewer and/or water utility services.
- (4) **EXEMPTION. The solid waste collection fee shall be waived for any dwelling unit that is unoccupied throughout the calendar year for which services are billed if:**
  - (a) **The owner of the tax parcel properly executes an affidavit on a form prescribed by the City Treasurer and files the same with the City Treasurer on or before January 20 of the year for which services are billed; and**
  - (b) **The owner's affidavit states that the dwelling unit in question has not been and will not be occupied at any time during the calendar year for which services are billed. Any person who makes a false affidavit regarding the occupancy of a dwelling unit shall be subject to a forfeiture of not less than \$500 nor more than \$1,000 for each misrepresentation regarding the occupancy of a dwelling unit. Any owner of a dwelling unit who fails to report that a dwelling unit has been occupied during the calendar year for which an affidavit was filed with the City Treasurer shall be subject to a forfeiture of not less than \$500 nor more than \$1,000 for each unreported dwelling unit.**

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Location of carts per customer: \_\_\_\_\_

Staff: Inform Solid Waste Operations at when this form is received and carts will be picked up.