

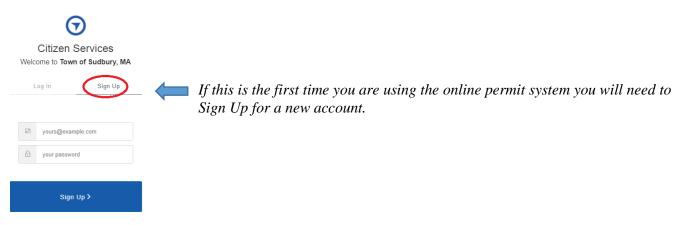
275 Old Lancaster Road, Sudbury, MA 01776 T: (978) 440-5421 F: (978) 440-5404

Daniel F. Nason, Director

## **Transfer Station / Recycle Sticker Renewal Procedures**

## Dear Resident,

A new on-line transfer station sticker process is available through the Town's website: https://sudbury.ma.us/transferstation/stickers.



Once you sign-up and login, the system will walk you through the application. Make sure that you have your vehicle plate number(s) available. After your application has been reviewed, you will receive an email requesting payment. You will have the option of paying by credit card or by mailing in your check.

When mailing your check make sure that the application number (TS-###) is written on the check.

Permits can also be accomplished by US Mail to limit person-to-person exposure due to the ongoing Coronavirus pandemic. The application is available for printing on the <u>Transfer Station</u> website under "Sticker Applications" then selecting "Recycle Sticker" or "Transfer Station Sticker". We strongly encourage patrons to either apply on-line or mail the application, check and any associated supporting materials to:

## TRANSFER STATION Sudbury Public Works Department 275 Old Lancaster Road Sudbury, MA 01776

**NOTE**: Paper applications are entered in the permitting system which will generate emails from ViewPoint Cloud/OpenGov to the applicant. Emails will confirm account generation, application submittal, payment processing and sticker receipt.

After the application is processed, the Public Works team will mail your sticker(s).

Thank you for your patience and understanding during this difficult time. Please feel free to contact us with any questions or concerns. We can be reached by email at <a href="mailto:TransferStation@sudbury.ma.us">TransferStation@sudbury.ma.us</a> or by calling 978-440-5421 M-F 8:00 AM - 3:30PM and someone will be able to assist you.

## Regards,

The Sudbury Public Work Team