

# **ST LAWRENCE COUNTY SOLID WASTE DEPARTMENT**

## **Waste Hauler Permit Requirements, Permit Application & Transfer Station Use Rules**



**ST LAWRENCE COUNTY  
SOLID WASTE DEPARTMENT  
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# Waste Hauler Permit Requirements, Permit Application and Transfer Station Use Rules

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## **SECTION 1.0 – INTRODUCTION**

All companies, haulers, municipalities or other entities may obtain a permit issued by the St. Lawrence County Solid Waste Department (SLCSWD) authorizing the Permit holder to dispose of solid waste and/or recyclable materials at the County's transfer stations in Gouverneur, Massena, Ogdensburg and Star Lake, NY at a reduced rate. **Any companies, haulers, municipalities or other entities providing disposal or hauling services in the County are required by law to obtain a permit.**

- 1.1 Any Permit issued by the County shall be subject to the terms, conditions, rules and regulations set forth hereunder, in the Local Laws, as well as any other applicable laws, statutes, ordinances, rules, regulations and procedures.
- 1.2 The County reserves the right to deny a Permit to any hauler, company, partnership, municipality or other entity that it deems unfit based on prior activities, information submitted in the Permit application or obtained from reliable sources.
- 1.3 The County reserves the right to revoke any Permit for failure to comply with the terms, conditions, rules and regulations set forth hereunder and/or set forth in the Local Laws, as well as any other applicable laws, statutes, ordinances, rules, regulations and procedures.
- 1.4 The County reserves the right to refuse to renew a Permit in the event the Permit holder has failed or is failing to comply with terms, conditions, rules and regulations set forth hereunder, and/or set forth in the Local Laws, as well as any other applicable laws, statutes, ordinances, rules, regulations and procedures.
- 1.5 Failure to comply with the terms, conditions, rules and regulations, and requirements of a Permit issued hereunder and/or failure to comply with the Local Laws, shall subject any such Permit holder to penalties, including, but not limited to, monetary penalties and/or revocation of the Permit holder's Permit.

## **SECTION 2.0 – PERMIT TERMS AND CONDITIONS**

- 2.1 This Permit shall be renewed in accordance with the provisions set forth in these procedures.
- 2.2 The Permit holder shall comply with all Federal, State, County, municipal and SLCSWD requirements, statutes, laws, ordinances, rules and regulations.
- 2.3 The Permit holder shall respond to any notice it receives from the County which requests a response in the fashion and within the time set forth in any such notice.
- 2.4 All loads of solid waste and/or recyclable materials shall be tarped at the time of delivery to the County's transfer stations. Failure to tarp or cover loads arriving at the transfer stations may result in additional fees charged.
- 2.5 Solid waste and recyclables shall not be commingled at any time (See Section 5.0)
- 2.6 The Permit holder shall procure and maintain vehicle and general liability insurance throughout the term of the Permit. The Permit holder is required to provide St. Lawrence County with proof of workers' compensation and disability benefits insurance coverage or proof of exemption. (See Section 6.0)
- 2.7 Due to Flow Control Laws, transfer stations will accept solid waste originating from St. Lawrence County only unless authorized in advance.

## **SECTION 3.0 – PERMIT PROCESS**

- 3.1** Companies, haulers, municipalities or other entities must apply for and be granted a Waste Hauler Permit in order to operate a hauling business in St. Lawrence County and to utilize County transfer stations. Permits are valid from the date of issuance until revoked or suspended. The permit application form must be filled out completely and submitted along with the appropriate fees and required documentation or it will be returned or denied at the County's discretion. Applicants shall supply proof of workers' compensation and disability benefits insurance coverage or proof of exemption to the County at the time their application is submitted.
- 3.2** Upon receipt of the Permit application, County staff shall review the application for completeness and accuracy. If information presented by the applicant is accurate and complete, and applicant deemed qualified to be issued a Permit, the Permit will be granted.
- 3.3** If a hauler's Permit is revoked or suspended, a new and complete application must then be submitted for reinstatement along with the appropriate fees and required documentation.
- 3.4** Upon issuance of a Permit, the hauler will be given an identification decal for each vehicle that has been registered on the permit application and for which the registration fee has been submitted. The decal is specific to the vehicle and shall not be affixed to other vehicles for any reason. The hauler must complete the vehicle registration form and remit the appropriate fee for vehicles that he/she wishes to add to his/her Permit. The form may also be used to update information about existing permitted vehicles, such as license plate changes. There will be no charge for modifications of that nature.

## **SECTION 4.0 – ENFORCEMENT**

Failure to comply with any provision of relevant Federal, State or Local laws or these Rules and Regulations, may subject the Permit holder to revocation of his/her permit, fines, reporting to regulatory agencies or any other action deemed appropriate by the County.

## **SECTION 5.0 – RECYCLING**

The County prohibits the commingling and disposal of recyclables with solid waste. In order to qualify for a waste hauler permit at the County's transfer stations, a hauler of solid waste must:

- 5.1** Offer his/her customers recycling services. Requests for exceptions will be handled on a case by case basis only.
- 5.2** Inform his/her customers that they are strictly prohibited from disposing of recyclable materials in their solid waste.
- 5.3** Disclose to the County how recyclables are collected, where the collected recyclables are disposed of and provide both quarterly and annual tonnages of recyclables collected. A sample annual report form is included in the permit renewal application. (See page-15)
- 5.4** Loads containing excessive recyclables, as deemed by County staff, may be subject to surcharges or rejection of the load.
- 5.5** Companies with repeat violations of excessive recyclables in their loads may be subject to revocation of their waste hauler permit.
- 5.6** **Permits may not be issued to waste haulers that collect solid waste but do not offer recyclables collection. Requests for exceptions will be handled on a case by case basis only.**

## SECTION 6.0 – VEHICLE / WORKERS’ COMPENSATION REQUIREMENTS

A permitted hauler must:

- 6.1 ensure that all permitted vehicles are legally owned or leased in his/her name;
- 6.2 ensure that all permitted vehicles are properly licensed and registered in accordance with all New York State Department of Transportation and Department of Motor Vehicle standards;
- 6.3 ensure that all operators of permitted vehicles are properly qualified and licensed; and
- 6.4 must provide St. Lawrence County with proof of workers’ compensation and disability benefits insurance coverage or proof of exemption.

“Information for Haulers about Proof of Compliance with NYS Workers’ Compensation Law” can be found on page 17 of this document.

Applicant instructions for completing the WC/DB Exemptions (Form CE-200) can be found at the following link: <http://www.wcb.state.ny.us/content/main/forms/CE200Instructions.jsp>

Access to the web-based Exemption Application can be found at the following link: [http://www.wcb.state.ny.us/content/ebiz/wc\\_db\\_exemptions/requestExemptionOverview.jsp](http://www.wcb.state.ny.us/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp)

## SECTION 7.0 – TRANSFER STATION REQUIREMENTS

### 7.1 SLCSWD Transfer Station Information

The SLCSWD transfer stations are located at:

**Gouverneur Transfer Station** – 1831 US Hwy 11, Gouverneur, NY 13642  
Open 8am to 3pm – Monday, Wednesday, Thursday and Friday. Closed on Tuesday.  
Open 8am to 12pm – Saturday.  
Note – in the event of a Monday holiday, the facility will be open on Tuesday.

**Massena Transfer Station** – 49 Dump Road (off SR 420), Massena, NY 13662  
Open 8am to 3pm – Monday, Tuesday, Thursday and Friday. Closed on Wednesday.  
Open 8am to 12pm – Saturday.  
Note – in the event of a holiday, the facility will be open on Wednesday.

**Ogdensburg Transfer Station** – 522 County Route 28A, Ogdensburg, NY 13669  
Open 8am to 3pm – Monday, Tuesday, and Friday.  
Open 8am to 5pm – Wednesday. Closed on Thursday.  
Open 8am to 12pm – Saturday.  
Note – in the event of a holiday, the facility will be open on Thursday.

**Star Lake Transfer Station** – 4582 State Hwy 3, Star Lake, NY 13690  
Open 10am to 5pm – Tuesday and Thursday.  
Open 8am to 12pm – Saturday.  
Closed on Monday, Wednesday and Friday.  
This facility handles each holiday on a case by case basis.

Facilities are closed on the following holidays or observed holidays:

1. New Year's Day
2. Memorial Day
3. Independence Day
4. Labor Day
5. Thanksgiving Day
6. Christmas Day

Tipping fees are based on weight as determined by the County's scales. Rates are determined annually during budget preparation and approved by the County Board of Legislators. Gate rates and any other applicable charges can be found on the County's website, [www.stlawco.org](http://www.stlawco.org).

## 7.2 Vehicle Requirements

1. All loads must be tarped per DEC Law Enforcement Regulations and in a manner such that contains the waste in the vehicle and does not allow escaping litter.
2. Vehicles must be in good repair such that leachate does not discharge from the vehicle except within the active tipping floor area.

**Note: The SLCSWD has the right to refuse entry to any vehicle that it determines not to be in compliance with these requirements.**

## 7.3 Safety Requirements

1. When entering the transfer station, drivers will stop at the point where indicated by signage. The driver **will not** proceed to the tipping floor until he has been notified to do so.
2. The use of cell phones, walkmans, or any other non-authorized audio equipment while operating any motor vehicle is prohibited on County property.
3. **No smoking** is allowed in the active tipping floor area.
4. Drivers must remain with their vehicle while at the transfer station. No person under the age of 16 is permitted outside the vehicle.

## SECTION 8.0 – TRANSFER STATION SITE RULES AND REGULATIONS

- 8.1 Site speed limit is 10 mph. Drivers exceeding the posted speed limit will be issued a verbal warning for the first offense. For additional offenses, the driver's company may be notified and / or the driver may be barred from the facility.
- 8.2 All waste hauling vehicles must weigh in and weigh out. The driver will stop at the spot designated for waste hauling vehicles to wait until the scale clears.
- 8.3 No untarpping and turnbuckles undone at the scales or prior to the scales.
- 8.4 The scale operator will direct traffic on and off the scales. When it is the waste hauler's turn to approach the scale, the vehicle must proceed slowly onto the scale and come to a complete stop.

- 8.5 The hauler will supply the scale operator with all the requested information about the load that is to be disposed of. This includes the material type, cash or charge, and any other information that the scale operator requests. Drivers unable to supply the required information about their load will not be allowed to dump until the information can be obtained.
- 8.6 Any hauler willfully misrepresenting required information about his/her load or attempting to deliver other than acceptable waste as defined herein by the SLCSWD, may be subject to temporary or permanent revocation of His/her Permit.
- 8.7 All loads are subject to inspection by SLCSWD personnel. If directed, the hauler shall discharge his load in a designated area for verification purposes.
- 8.8 The SLCSWD reserves the right to reject any load containing unacceptable or unauthorized waste. Additionally, SLCSWD personnel may hold the driver, the vehicle and its contents until representatives of the NYS Department of Environmental Conservation, or other regulatory agency, have inspected the material. The SLCSWD may also take any corrective action it deems appropriate, but not limited to, excavating, loading, transporting and disposing the unacceptable waste at proper facilities all at the cost to the hauler. The hauler agrees to assist the SLCSWD or other legally constituted enforcement agency in efforts to identify the origin of the unacceptable waste.
- 8.9 Prohibited materials found within the load may be returned to the hauler.
- 8.10 Scavenging of dumped waste will not be permitted at any time.
- 8.11 Vehicles must be cleaned out in the tipping floor area such that no debris leaves the vehicle outside the active tipping floor area.
- 8.12 There is absolutely no overnight staging of waste on transfer station property.

## **SECTION 9.0 – SPECIAL CONDITIONS**

- 9.1 Receiving time restrictions may apply to certain materials as deemed necessary by SLCSWD management.
- 9.2 Unloading assistance for loads that cannot be discharged will be available by SLCSWD operations. Haulers must first complete the SLCSWD Unloading Assistance Agreement (Page 10). (See SLCSWD Unloading Assistance Rules – Page 9 for additional information.) This service is free of charge under most conditions. Requests should be made through SLCSWD operations staff.
- 9.3 Materials that require special handling and loads containing excessive recyclable materials may be subject to surcharges. See Section 8.8 for further details.

## **SECTION 10.0 – WASTE CATEGORIES**

### **10.1 Acceptable waste**

The County will accept the following for disposal:

Non-hazardous solid waste, including, municipal solid waste, construction and demolition debris, and municipal sludge as approved by County staff. Transfer Stations also accept recyclable materials, approved e-waste, white goods, bulk metal and tires.

## 10.2 Unacceptable waste

The County will not accept the following for disposal:

1. Septic tank pumping (liquid sludge)
2. Liquid wastes
3. Large dead animals
4. Junked motor vehicles
5. Explosives
6. Pesticides
7. Hot ashes
8. Sealed containers
9. Hazardous wastes as identified in 6NYCRR 360-1.5(b)
10. Waste oils
11. Green waste
12. Infectious waste and untreated regulated medical waste
13. Motor vehicle (lead acid) batteries
14. Radioactive materials
15. Fluorescent lighting
16. E-Waste or Covered Electronic Equipment (CEE)
17. Household Batteries (single use or rechargeable)
18. Rechargeable Batteries



**SECTION 11.0 – UNLOADING ASSISTANCE RULES AND AGREEMENT**

**ST. LAWRENCE COUNTY SOLID WASTE DEPARTMENT**

**Unloading Assistance Rules**

All able bodied persons using the transfer station are generally required to unload their own vehicles. However, assistance will be provided for unloading of heavier or bulky items and to all persons with a disability who are in need of assistance. This service will be provided at no charge under the following rules:

1. Customer must sign an “Unloading Assistance Agreement”, which will be kept on file with the St. Lawrence County Solid Waste Department. Customer will be provided a copy and should keep and display the unloading assistance permit agreement when requested by the Solid Waste Department.
2. Able bodied customers must request the assistance after exhausting all reasonable efforts to self unload.
3. Customer assumes full liability for any damage to the vehicle, or any of its parts, during the unloading assistance and the Solid Waste Department will not be financially responsible for such damage.
4. Unloading will only be performed from the rear of the vehicle.
5. The customer will be responsible for unloading, or removing from the transfer station any waste not removed by the Solid Waste Department employee.
6. Unloading assistance will be provided when and how the conditions of the tipping floor traffic permit. This means that the customer may be required to wait a reasonable period of time for assistance and may not unload in the same order or at the same location as unassisted customers.
7. The Solid Waste Department reserves the right to refuse unloading assistance in its sole discretion. Customer’s cooperation with this policy will enable the Solid Waste Department to continue offering unloading assistance to our customers at no cost to them. Except for persons with a disability, if there is a need to assist the same customer multiple times in a short period, we will require that the customer resolve the issue causing the frequent need for assistance. Failure to do so will result in a charge for each assisted unloading or refusal to allow the customer access to the transfer stations.

\_\_\_\_\_ Customer initial here

**ST. LAWRENCE COUNTY  
SOLID WASTE DEPARTMENT  
CANTON, NEW YORK 13617**

**UNLOADING ASSISTANCE AGREEMENT**

Company or  
Customer Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

I, \_\_\_\_\_ individually or acting as owner or authorized representative of the above named Company do, hereby, acknowledge that I have read the rules of the St Lawrence County Solid Waste Department covering unloading assistance at the County's Transfer Stations. I, or the above named company for which I am acting, agree to abide by the regulations, the terms of which are incorporated by reference herein. If I am signing for a company, the company will inform its drivers of the terms of this agreement and authorize them to request the unloading assistance as they deem necessary. In consideration of the provision of unloading assistance, I or the company for which I sign agree to hold harmless and release St. Lawrence County and the St Lawrence County Solid Waste Department, and any acting on their behalf, from all liability for any damage to the customer's vehicle or any part thereof caused by the action of the St Lawrence County Solid Waste Department employee or equipment providing unloading assistance.

In consideration of the promises and agreements made herein by the customer, St. Lawrence County Solid Waste Department agrees to provide the unloading assistance as described in the regulations.

Print Customer's name \_\_\_\_\_

By: \_\_\_\_\_  
Authorized Signature / Title Date

St. Lawrence County Solid Waste Department

By: \_\_\_\_\_  
Date \_\_\_\_\_

**Permit Application**  
(Application Fee \$25.00)

St. Lawrence County  
Solid Waste Department

Waste Hauler Permit Application

Official Use Only	
Permit Number	_____
Rec'd Date:	_____ Completed Date: _____
Check No.	_____ Cash _____
Total Fee:	_____

**Part 1: Applicant Information:**  
(Please type or print legibly)

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email Address: \_\_\_\_\_

**Part 2: Organizational Profile**

Legal Name of Company: \_\_\_\_\_

Taxpayer ID Number: \_\_\_\_\_

Type of Business: \_\_\_\_\_ Corporation \_\_\_\_\_ Partnership \_\_\_\_\_ Proprietorship  
\_\_\_\_\_ LLC \_\_\_\_\_ Municipality \_\_\_\_\_ Other (please specify) \_\_\_\_\_

**Part 3: Waste Identification**

**Please identify all types of material or waste for which you are requesting to be permitted for disposal:**

\_\_\_\_\_ Municipal Solid Waste (MSW) \_\_\_\_\_ Construction/Demolition Debris

\_\_\_\_\_ Recyclables Materials \_\_\_\_\_ Tires

\_\_\_\_\_ Approved E-Waste \_\_\_\_\_ Bulk Metals & White Goods

\_\_\_\_\_ Other (please specify): \_\_\_\_\_

**For companies that haul municipal solid waste and construction & demolition debris, please indicate how recyclables are collected:**

\_\_\_\_\_ source separated

\_\_\_\_\_ dual stream

\_\_\_\_\_ single stream

\_\_\_\_\_ other (specify)

Please list where collected recyclables are disposed of (please list specific site locations)

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**Please indicate your service area and/or the towns, villages and cities that you service:**

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**Please indicate your primary disposal site for solid waste that you pickup in SLC (if not utilizing one of the County's transfer stations you must provide the disposal facility's NYSDEC permit or registration number):**

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**Part 4: Vehicle Information**

Please list all vehicles that you wish to permit. Vehicles must be registered to the applicant. An identification decal will be issued for all listed vehicles and must be affixed to that vehicle upon entry to the transfer stations. Trucks and trailers must be registered separately, unless applicant can provide proof that the truck is used for towing only. **\$10.00 charge for each registered vehicle.**

	Vehicle Type*	Vehicle Year & Make	License Plate #	Capacity (Cu Yds)	VIN#	SLCSWD ID# Internal use only
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
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16						
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22						
23						
24						
25						
26						
27						
28						
29						
30						

\*Vehicle Type

Dump truck (DT) Rolloff (R/O) Frontload (FL) Rearload (RL) Sideload (SL) Truck (TR) Trailer (TRL)

**Part 5: Application Fees**

Permit Fee: (Includes one (1) vehicle) **\$ 25.00**

Vehicle Registration Fee:  
Number of Additional Vehicles \_\_\_\_\_ at \$10.00 per vehicle \$ \_\_\_\_\_

**Total Fees Due: \$ \_\_\_\_\_**

Please make check payable to "SLCSWD" and submit with completed application to St. Lawrence County Solid Waste Department, 44 Park Street, Canton, New York 13617.

**Incomplete applications, applications submitted without permit fee and applications submitted without required certificates of insurance will not be processed.**

**Part 6: Certification**

In compliance with the Terms and Conditions of the St. Lawrence County Solid Waste Department Waste Hauler Permit Rules and Regulations,

I, \_\_\_\_\_, acknowledge that I have read and am familiar with:

\_\_\_The County's Permit and Site Rules and Regulations

\_\_\_The Local Laws of the County pertaining to Source Separation and Flow Control

I hereby agree to operate in accordance with such requirements in the event a permit is issued. I also affirm that the statements made on the permit application form including any attached papers are true, and that I am aware that knowingly filing false statements is subject to prosecution under the Penal Law.

Accepted and Agreed to:

By: \_\_\_\_\_  
Principal or Owner (Print Name)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

***Approval of this information does not relieve the applicant of responsibility of complying with any other applicable Local, State or Federal Regulations.***

**Annual Recyclables Report Form (Example)**

Please report the tonnages of the following that were collected for recycling. For each material disposed, indicate the recycling facility to which it was delivered.

Reporting Period: \_\_\_\_\_

<b>Material</b>	<b>Recycling Center (Name and Location)</b>	<b>Tons</b>
Cardboard		
Mixed Paper		
Commingled Cardboard / Paper		
Glass		
Plastic		
Aluminum / Tin		
Commingled Glass, Plastic & Tin		
Single Stream		
White Goods		
Scrap Metal		
<b>Total</b>		

**Reporting Instructions:**

Beginning in the month of January of each year and continuing during every quarter thereafter that a Permit is in force, a permit holder shall submit a quarterly report to the County. This quarterly report shall identify for the previous permit quarter of the year, tonnages of solid waste hauled and the tonnage of recyclable materials delivered to designated facilities and/or tonnages of recyclable materials which were processed/marketed (if any) by the waste hauler directly.

The Permit holder will also submit an annual report to the County. The annual report needs only identify the Permit holders recycling activity.

Reporting periods and due dates are identified below.

<b><u>Report Type</u></b>	<b><u>Reporting Periods</u></b>	<b><u>Report Due Date</u></b>
Annual	January 1 <sup>st</sup> to December 31 <sup>st</sup>	February 15 <sup>th</sup>
Quarterly	January 1 <sup>st</sup> to March 31 <sup>st</sup>	May 15 <sup>th</sup>
Quarterly	April 1 <sup>st</sup> to June 30 <sup>th</sup>	August 15 <sup>th</sup>
Quarterly	July 1 <sup>st</sup> to September 30 <sup>th</sup>	November 15 <sup>th</sup>
Quarterly	October 1 <sup>st</sup> to December 31 <sup>st</sup>	February 15 <sup>th</sup>



## INFORMATION FOR HAULERS ABOUT PROOF OF COMPLIANCE WITH NYS WORKERS' COMPENSATION LAW

Sections 57 and 220 of the New York State Workers' Compensation Law (WCL) provide that St. Lawrence County shall not issue any permit unless proof of workers' compensation and disability benefits insurance coverage (or proof of exemption) is produced. Contractors are required to verify for St. Lawrence County, on forms authorized by the New York State Workers' Compensation Board, the fact that they are properly insured or are otherwise in compliance with the insurance provisions of the WCL. The forms to be used to show compliance with the WCL are listed below. **The ACORD form commonly used to show effective liability, auto and other insurance cannot be used for Workers Compensation or Disability Insurance.** Questions relating to either workers' compensation or disability benefits coverage should be directed to the State of New York Workers' Compensation Board, Bureau of Compliance at 518-486-6307

### **Workers' Compensation Requirements under WCL § 57:**

To comply with coverage provisions of the WCL, businesses shall:

- A. be legally exempt from obtaining workers' compensation insurance coverage; or
- B. obtain such coverage from insurance carriers; or
- C. be self-insured or participate in an authorized group self-insurance plan.

To verify your compliance with the above, St. Lawrence County shall receive one of the following properly executed Workers' Compensation Board forms from the Contractor, the Contractor's insurance carrier or the Workers' Compensation Board, depending on which form is appropriate.

1. **CE-200**: Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage (Contractor must submit this form to St. Lawrence County); or
2. **C-105.2**: Certificate of Workers' Compensation Insurance (Contractor's insurance carrier will send this form to St. Lawrence County upon the Contractor's request – PLEASE NOTE: The State Insurance Fund provides its own version of this form, the U-26.3); or
3. **SI-12**: Certificate of Workers' Compensation Self-Insurance (Contractor must contact the Board's Self-Insurance Office at 518-402-0247); or
4. **GSI-105.2**: Certificate of Participation in Worker's Compensation Group Self-Insurance (Contractor's Group Self-Insurance Administrator will send this form to St. Lawrence County upon the Contractor's request)

### **Disability Benefits Requirements under WCL § 220(8):**

To comply with the coverage provisions of the Disability Benefits Law, businesses shall:

- A. be legally exempt from obtaining disability benefits insurance coverage; OR
- B. obtain such coverage from insurance carriers; OR
- C. be self-insured.

To verify your compliance with the above, St. Lawrence County must receive one of the following properly executed Workers' Compensation Board forms from the Contractor, the Contractor's insurance carrier or the Workers' Compensation Board, depending on which form is appropriate:

1. **CE-200**: Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage (Contractor must submit this form to St. Lawrence County); or
2. **DB-120.1**: Certificate of Disability Benefits Insurance (Contractor's insurance carrier will send this form to St. Lawrence County upon the Contractor's request); or
3. **DB-155**: Certificate of Disability Benefits Self-Insurance (Contractor must contact the Board's Self-Insurance Office at 518-402-0247).