COMMERCIAL WASTE / 01

DEFINE THE SITES AND SERVICE

Give every provider the same high-level picture of the operation.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Sites, buildings, tenant areas, and service points included

Business activities, operating days, busy periods, and seasonal changes

Current provider or arrangement and why I am reviewing service now

Results I want: reliability, organization, recycling, reporting, support, or another goal

Decision-makers, site contacts, invoice reviewers, and issue reporters

My three priorities for the first provider conversation

Preparation only. Not environmental, safety, disposal, contract, or local-compliance advice.

COMMERCIAL WASTE / 02

MAP STREAMS AND COLLECTION

Record observations without guessing at material classifications.

Observed general waste streams, where they arise, and current destination containers

Observed cardboard, paper, containers, organics, or other separated streams

Current containers, approximate sizes if known, locations, and fullness patterns

Pickup days, service windows, exchanges, overflow, missed pickups, or recurring issues

Materials or situations that need provider confirmation before any proposal

Future changes, events, tenant changes, renovations, or volume shifts to discuss

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COMMERCIAL WASTE / 03

PREPARE ACCESS AND SERVICE QUESTIONS

Tick what is ready to discuss; leave uncertain items for a provider to verify.

- [ ] Every requested site and service point is listed
- [ ] Observed streams are described without guessing at classifications
- [ ] Current containers and pickup patterns are recorded
- [ ] Access conditions and operating windows are ready for review
- [ ] Recurring service problems are described with examples or dates
- [ ] Accepted and excluded materials will be confirmed in writing
- [ ] Responsibilities and escalation contacts are ready to discuss
- [ ] Every provider will receive the same service brief

Gates, keys, codes, loading areas, clearances, traffic, hours, and noise constraints

Internal responsibilities for moving material, access, cleanliness, issue reporting, and approvals

Reporting, invoice detail, account support, review meetings, and communication preferences

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COMMERCIAL WASTE / 04

QUESTIONS FOR THE WASTE PROVIDER

Record how this provider would verify, document, operate, and support the service.

Verification: how will sites, streams, quantities, containers, access, and schedule be confirmed?

Acceptance: what is accepted, excluded, conditional, or handled through a separate arrangement?

Operations: what equipment, pickups, exchanges, cleaning, access, and client tasks are included?

Issues: how are contamination, overflow, missed service, changes, and urgent needs handled?

Records: what reporting, invoice detail, account support, reviews, and contacts are included?

Terms and fees: how are the full fee structure, assumptions, limits, changes, renewals, and transition documented?

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COMMERCIAL WASTE / 05

COMPARE THE SAME SERVICE SCOPE

Use A and B in every box. Clarify differences before choosing.

Provider A / Provider B / walk-through and proposal dates

Sites, streams, containers, pickup schedule, access, cleaning, and responsibilities - A / B

Acceptance, exclusions, reporting, issue response, support, and service limits - A / B

Complete fee structure, assumptions, written terms, changes, transition, and open questions - A / B

READY TO HEAR FROM PROS?

Create an account on PickYourPro.ai and start a Waste & Recycling request. Share the sites, observed streams, service points, access, pickup pattern, goals, and timing so participating pros can compete with proposals. Compare written scope, responsibilities, reporting, fee structure, terms, and fit. Keep access codes and information about unknown materials private.

One request. Every pro's best offer.

Start a request

Participation varies. A site walk-through and material review may be needed before a final service proposal.

Planning guide: https://www.pickyourpro.ai/services/commercial-waste

U.S. EPA: Waste Reduction Model resources for small businesses and organizations (official reference)

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