

NEW MEMBER INFORMATION

The Board of Directors Welcomes you to 'The Rim'

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P.O. Box 5074 Glacier, WA 98244-5074

Phone 360-599-2946 Fax 360-599-3313 www.mtbakerrim.com

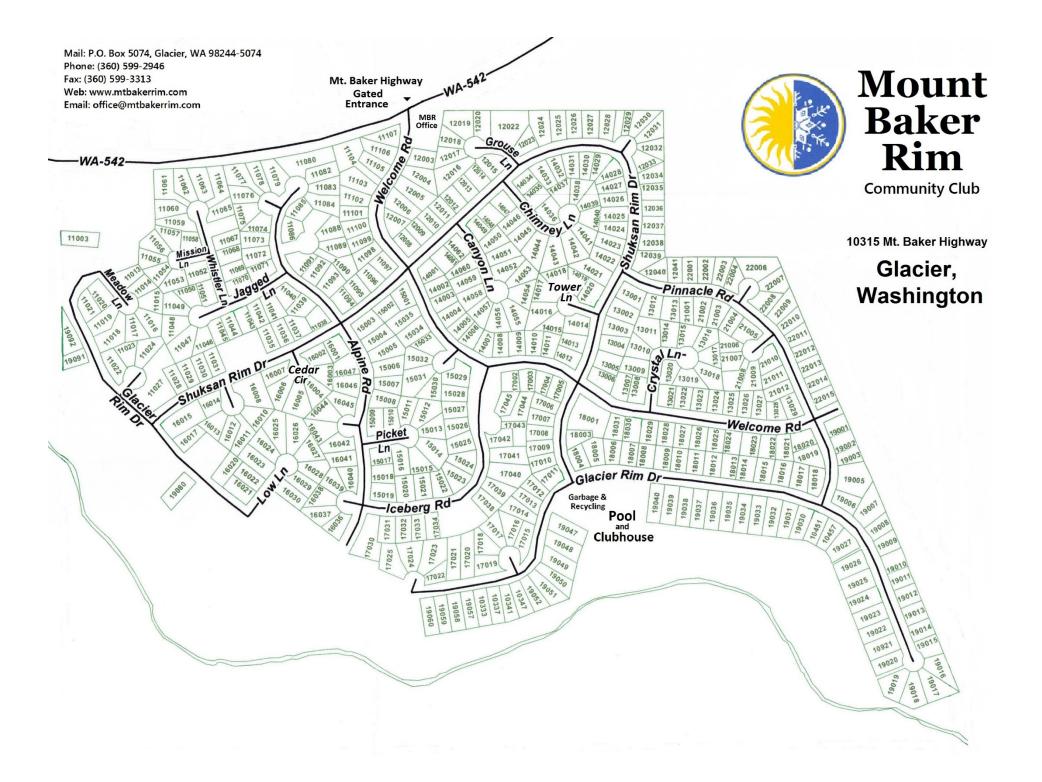
Dear New MBR Member,

The Board of Directors cordially welcomes you to membership in the Mt. Baker Rim Community Club (MBRCC) on Mt. Baker Highway. The materials included with this letter cover important conditions related to membership with which you should become familiar. MBR is a community association that is self-governing within Whatcom County. You are now part of the government! Your knowledge of your association and the manner in which it is governed are very important to maintaining a friendly and secure community.

Please review the community's documents and other information on our website www.mtbakerrim.com. Members of the Board of Directors can be contacted through the MBR office at office@mtbakerrim.com. The Board and our staff look forward to meeting you on your next visit to the Rim.

Sincerely,

Mt. Baker Rim Board of Directors





Gate Card & Gate Fob Information

Owners' gate cards/fobs: The first and second gate cards are complimentary for owners. Each additional card, up to a maximum of four cards per owner, costs \$10 each or \$15 for a keychain fob. Fobs are always \$15 each (no complimentary allotment). No matter how many lots you own, there is still a maximum of four (4) cards/fobs allotted per owner. If you need more than four cards/fobs, you must submit your request in writing to the Board for approval. Please email office@mtbakerrim.com. Payment must be received by the office before a new card/fob is created for you.

Please ask the office to turn off lost or stolen cards/fobs; they can always be turned back on if they are found (up to the limit of four). This prevents unauthorized access into our community should the card/fob fall into the wrong hands. If your card/fob ceases to work due to a technical issue, we will replace it for you at no charge. If a card/fob is damaged due to the cardholder's negligence or excessive wear-and-tear, you will need to pay the cost noted above to replace. You may always have up to four cards/fobs per lot 'active.' If one is lost we will simply turn it off, and you can purchase a replacement.

Renters' gate cards/fobs: Short or long-term renters cannot purchase gate cards/fobs. The owner must email the request to the office or submit a form giving their property manager (if applicable) permission to perform this service on your behalf. It is very important that you notify the office if any of your gate cards/fobs are for renter use. Since renters are not permitted to use the clubhouse facilities or pool, access to the clubhouse is turned OFF for these renter cards/fobs. This is a Bylaw of the Mt. Baker Rim Community Club.

Gate Phone Panel: If you have a land-line or wi-fi calling-enabled cell phone at your cabin, we can program your name and a code into the panel at the front gate. This allows guests to call your home so you can open the gate for them via phone. The panel listing must be under the member name, even if it is a long-term rental. We can also hide your name on the panel and you can give out the code only to known persons you wish to call you for entry. Please contact the office for this service.

If you sell your property: All gate cards/fobs associated with the property should be returned to the office or transferred to the new owner. New owners need to contact the office to confirm which (if any) cards they received from the previous owner and request that these be reassigned to the new owner.



BOARD OF DIRECTORS

2021/2022 list below- follow above link for most updated info

PRESIDENT: Rheannon Schoephoester president@mtbakerrim.com

VICE PRESIDENT: Steve Pand

SECRETARY: David Hill secretary@mtbakerrim.com

TREASURER: Rob Woods treasurer@mtbakerrim.com

DIRECTOR AT-LARGE: Arnost Fronek directoratlarge@mtbakerrim.com

MEMBER RELATIONS: Dawn Chaplin memberrelations@mtbakerrim.com

GROUNDS & MAINTENANCE: Rip Robbins grounds@mtbakerrim.com

PROPERTY STANDARDS: Ben Williamson standards@mtbakerrim.com

VIOLATIONS: Heather Hofmeister violations@mtbakerrim.com

LEGAL & INSURANCE: Steve Pand legal@mtbakerrim.com

STAFF

COMMUNITY MANAGER: Mike Wilson mike.wilson@mtbakerrim.com

ASSISTANT CARETAKER: Ken Sather

BOOKKEEPER/OFFICE: Laura Meyer books@mtbakerrim.com



General Rim Information

How to Contact the Board of Directors and Staff:

The MBR office operates virtually, and email communications will result in fastest response. Phone messages are checked several times per week and responded to during virtual office hours.

VIRTUAL OFFICE HOURS:

Sunday – Tuesday: CLOSED

Wednesday- Saturday: Virtual office OPEN

Office hours may vary for unforeseen reasons.

Email office@mtbakerrim.com for response during business hours of 10am to 4pm

E-MAIL: office@mtbakerrim.com for Office and Board of Directors

mike.wilson@mtbakerrim.com for our Community Manager

MAILING ADDRESS: P. O. Box 5074; Glacier, WA 98244

PHYSICAL ADDRESS: 10315 Mt. Baker Highway (10315 State Route 542)

PHONE NUMBER: (360) 599-2946

Answering machine on 24 hours, checked several days per week.

Board & staff will respond during virtual office hours.

WEBSITE: www.mtbakerrim.com

Owners and Potential buyers may view and download all of our governing documents, Rules, Forms and Meeting Minutes.

ANNOUNCEMENTS: www.mtbakerrim.com/announcements

SECURE DROP BOX: Located at the Office (next to the entrance gate) is a secure slot for

depositing payments.

COMMUNITY WEBSITE: https://mtbakerrim.nextdoor.com/ is a community website for the Mt. Baker Rim neighborhood, but is not officially affiliated with any Board Members or MBR staff. It allows members to post messages and announcements to other members of the Rim community.

The Board of Directors meets regularly on the third Friday of each **BOARD MEETINGS:** month at 7:00 p.m. via an online platform. Members are welcome to join. Email office@mtbakerrim.com to request link to online meetings. Member comment and question period is at the meetings' opening. There are no meetings held in June or December.

What should I know about Mt. Baker Rim?

The MBRCC fundamental mode of day-to-day operation is not complex. The Rim has a small staff of employees who are managed by the Board of Directors. There is a Community Manager, an Assistant Caretaker and a part-time Bookkeeper. During the summer months, an additional parttime caretaker is sometimes employed.

The staff are available to be of general assistance during normal business hours. Please be aware, they are not available for visitor or contractor gate access without advance notice or to assist with renter issues.

GATE ACCESS. Members are solely responsible for being available to admit visitors to the Rim (whether for work, deliveries, or a friendly visit). This is done by waiting at the gate for your visitors or by opening the gate remotely with your phone via your gate directory entry (email the office to be added to the gate directory.) Alternately, contractors can purchase a vendor gate card that they may use whenever they wish. The cards cost \$20 per calendar year. Contractors/vendors must contact the office via email at least 5 days prior to the scheduled visit to arrange for payment and receipt of their card.



If you rent your home (only allowed after one year of ownership), all management of renting activities is the full responsibility of the owner. If you use a website to remotely rent and manage your vacation home, be sure to give detailed information on how to gain access. It is highly advised to emphasize to your renters that there is NO CELLULAR SERVICE in Glacier and they need to study their access information before they arrive. Do not rely on the staff to be present to help guide them. Be fully aware of all rules and restrictions regarding renting of your property and submit the appropriate Rental Form (available on your member portal account) with each rental occasion.

<u>GUESTS AND RENTERS</u>. It is required that members submit the appropriate Rental Form via the "Create Rental" button on your member portal account for visitors and paying rental guests PRIOR TO THEIR ARRIVAL. There is a fee of \$25 for each paying rental occasion. Registration of family, friends and guests of owners does not entail a fee. Guest registrations and notifications are an important part of Rim security. Please be sure to notify the Office which gate keys are designated for renters.

MBR FACILITIES. The clubhouse, tennis courts, pickle ball courts, riverside park, horseshoe rings, volley ball/badminton court, swimming pool, dumpster, and all other community property are available for use by 'members only'. Immediate family members of owners may use the facilities as though owners. Non-family members must be accompanied by owners when using the MBR facilities.

DELIVERIES. The Rim office does not take deliveries of any kind on behalf of owners. FedEx and UPS have their own gate cards and maps of the community. They make home deliveries. Recycling garbage pickup is by SSC and they own a gate card. There is no home mail delivery in MBR, so you may want to aquire a post office box.

TRASH COMPACTOR. The compactor/recycling structure by the clubhouse is provided for members. It is intended for household garbage only. It is not intended for leftover construction materials, household furniture and appliances, large metal objects, and such things. There are pick-up services and disposal sites throughout Whatcom County that accept larger items and toxic materials. This information can be found at: www.co.whatcom.wa.us. Recycling and trash are picked up every two weeks. The compactor requires a code. Directions and rules are posted.

GATE CARDS. Up to four gate cards may be issued to each property. We offer the choice of gate cards for a cost of \$10 each or gate FOBs for a cost of \$15 each. Requests for more than a total of four cards must be made in writing, addressed to the Board of Directors. Cards that become inoperable in the course of normal use can be replaced at no cost to the member. Those being replaced that have been lost or damaged by obvious misuse will need to be purchased.

TELEPHONE GATE ENTRY. The community provides a telephone entry keypad at the front gate. Owners may email the office to request that their phone number (landline phone or wi-fi-calling-enabled cell phone) be added to the keypad system. Only one entry per property. Visitors call you from the gate, either by scrolling through the directory alphabetically, or by entering your unique 3-digit code. The gate is lifted when you answer the call from the gate and push 9 on your telephone. You can also choose to have your name hidden for privacy, so guests can only call you if they have your 3-digit code.

<u>ADDRESS SIGNS.</u> MBR encourages the use of a standard address sign that is designed to be compatible with the forest surrounding. The green signs that are the current standard, with a specific owner Rim address, can be obtained from NW Safety Signs: www.safetysignsinc.com

CONTACT INFORMATION: We cannot stress enough how important it is to keep the MBR office current with your contact information. If we cannot reach you by phone or email, a letter sent to you may be too slow for an emergency. Keep us up to date with your email as this is our first line of communication.

WEBSITE and ANNOUNCEMENTS MBRCC communicates with members via the announcements page of our website and/or by sending out group emails. Make sure to update your portal account with your current email address and opt-in to email communications under your portal account settings.

<u>PUBLIC SERVICES.</u> Public services are provided by private and public agencies and companies. All of Mt. Baker Rim is served by the Glacier Water District #14 (phone number 360-599-2558). The district has installed meters for each approved lot within the Rim with a charge for minimum service of about \$36 every two months. This charge, of course, varies with the amount of water use.

There is a volunteer fire department located in the village of Glacier, which also provides emergency medical service.

Electricity service is provided by Puget Sound Energy and is used, by many owners, for both heating and other domestic requirements. Some owners have propane service for space heating in addition to electricity. The companies providing propane gas and propane tanks are listed in the yellow pages of the telephone directory.

Ziply or Starlink may supply telephone and DSL service; although, you may or may not be able tot get this service at your home. There is no cell phone service.

The residential communities near Glacier have septic systems for domestic sewerage. Most lots are large enough for septic systems designed for one- and two -bedroom, and some for three-bedroom homes. Household refuse is handled by a garbage dumpster maintained by the Rim. Health governance and building codes are supervised by Whatcom County departments.

The Whatcom Transit Authority provides limited bus service to the city of Bellingham from Maple Falls.

BUILDING/CLEARING. For information regarding permission before doing any land/brush clearing, building, or alteration of your property, please refer to the Minimum Property Standards document, which is available on our website. Check with the MBR Property Standards Director and the Community Manager before any work on your property commences. The MBRCC general development and on-site sewage system approval permit forms are included in the Minimum Property Standards document.



Community Club

P.O. Box 5074 - Glacier, WA 98244-5074 - 360-599-2946

P.O. Box 5074 Glacier, Washington 98244-5074 Phone (3(360) 599-3313

Dear New MBR Member:

Welcome to Mt. Baker Rim Community Club! This letter is to inform you about our Renter (Tenant) Registration Form.

Whenever you let guests or tenants stay at your cabin, you need to fill out the Guest or Renter (Tenant) Registration Form online via your member portal account before the start date of the visit. The form is located under "Create Rental" in your member portal account drop down menu. Please indicate using the toggle switch whether the visitors are friends/guests (non-paying) or renters (paying). This is necessary because MBR is a gated community and your friends/guests or renters must use a gate card in order to access the front gate. If you are renting your MBR home, failure to fill out the form will result in a **fine**. You access the registration form online via your portal account at <u>portal.mtbakerrim.com</u>. If you need help accessing your member portal account, email <u>office@mtbakerrim.com</u>.

Also, if you're renting your cabin, you need to let the MBR office know so we can change your gate cards to "renter" which means no access to the clubhouse. Renters are never allowed to use the clubhouse and other facilities.

Our Bylaws do not allow rentals until after the first year of residence (for new builds, the 1 year clock starts on the date of the county-issued occupancy permit). The section of our Bylaws which deals with rentals and guests staying in a member's home is Article XIV. General Regulations Section 9. The record owner of the home must own the residence in MBR for one year before renting it out on a long-term or short term basis. You will incur the maximum allowable fine for renting before the one year restriction is up. Long-term is defined as any period over 90 (ninety) days. This would also include having a non-paying guest stay in a member's home without the member's presence for longer than three months.

Your guests/tenants also need to be aware of the rules and regulations at MBR as the member is ultimately responsible for any violations incurred. We have definite rules about dogs, parking on MBR property and the road, noise restrictions, etc. MBRCC owns the road right-of-way which includes the asphalt and grass shoulders. Parking on the road shoulder is not encouraged as this impairs the caretaker's ability to maintain the shoulder during the snow plowing and lawn mowing seasons.

Please review MBR Bylaws, Covenants (Protective Restrictions), Rules and Regulations, Schedule of Fines, and Minimum Property Standards documents on the MBR Web site, www.mtbakerrim.com/documents.

Sincerely,

Mt. Baker Rim Board of Directors



Community Club

P.O. Box 5074 Glacier, Washington 98244-5074 Phone (360) 599360) 599-3313

Attention MBR Property Manager or Member:

You are receiving this letter because you are a Property Manager representing rental homes or a home owner who rents their home within Mt. Baker Rim Community Club. If you allow pets in your rental property, we would like to remind you to please include in your rental materials the following information about taking care of dogs in the MBR Community.

All dogs must be on-leash anywhere in Mt. Baker Rim. The one exception to the leash law is on the property of the rental home. However, keep in mind that renters are unlikely to know the exact property boundaries of the home they are renting and voice command off property is **not** allowed.

Additionally, **all dogs must be cleaned up after**. And all sealed, bagged poop must be thrown in the trash.

Finally, dogs are not permitted to display aggressive behavior or bark relentlessly (on or off leash) while in Mt. Baker Rim. A dog fight that results in injury or medical bills will be addressed by the MBR Board.

Ultimately, it is the responsibility of the property owner to ensure renters are obeying all rules and regulations in Mt. Baker Rim. Fines for violations related to dogs start at \$100 and go up to \$725 or the current year's dues. Should the dog-owning renter not pay the fine, it will be added to the member account.

Thank you for assisting Mt. Baker Rim in upholding the community rules regarding dogs and making our community a desirable location for both owners and renters.

Respectfully yours,

MBR Board of Directors



Rental Property Checklist

(approved 1/15/2010; updated 7/1/2021)

Before you rent your home in MBR, please read this carefully.

MBR covenants, bylaws, and rules and regulations apply to owners and their renters. Owners are responsible for their renters' and property manager's actions.

Checklist for Rental Properties

What we need in the MBR office:

- Renter (Tenant) Registration Form filled out in full (available in your member portal account at portal.mtbakerrim.com) prior to the start date of the visit.
- Gate card number(s) to be used by renters; renter access only cards.
- <u>Authorization form for property manager</u> to conduct rental activity for MBR member, if applicable. Available at www.mtbakerrim.com/documents

Renter Registration Form Stipulations:

- Renter (Tenant) Registration Form must be submitted via your or your property manager's portal account prior to the occupancy date of the home. If you have technical issues with your portal account, inform office@mtbakerrim.com promptly and prior to the start of the visit.
- Failure to submit a Renter Registration Form by the occupancy date will result in at least a \$150 fine for the first offence. Refer to the Fine Schedule for up-to-date amounts and fines for repeat violations.
- Failure to submit a <u>completed</u> Renter Registration Form by the occupancy date could result in subsequent fines.

MBR Facilities:

- Renters may not use MBR facilities such as the clubhouse, pool, or tennis courts.
- Owners will be fined for renter use of MBR facilities.

Property Managers:

- MBR owner must give the office written authorization if a property manager acts as the rental agent. Property Management Authorization form is available at www.mtbakerrim.com/documents
- All MBR responsibilities remain with the owner.
- The MBR office shall not be involved in facilitating the rental contract between owner/property manager and the renter.
- The MBR owner or property manager, acting as the owner's agent, must instruct the renter/tenant of all MBR responsibilities (covenants, regulations, and bylaws).

RENTER (TENANT) & GUEST REGISTRATION FORM

(Approved 2/6/2013. Updated 7/1/2021)

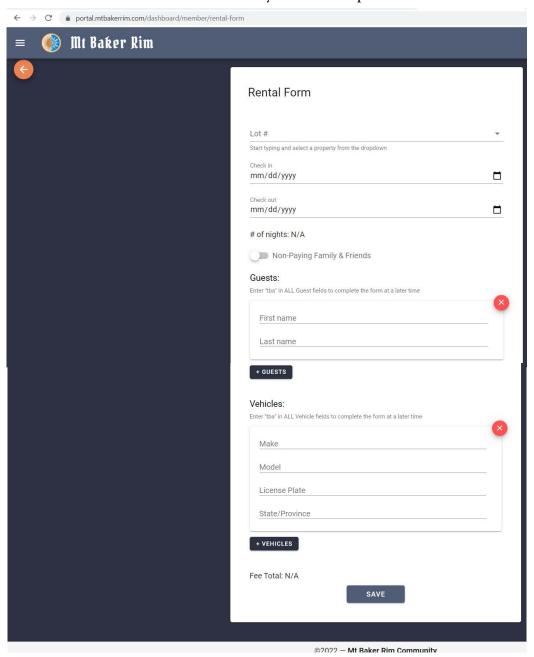
The renter or guest form is submitted via your member portal account at portal.mtbakerrim.com by the owner or property manager **prior to the earliest date of occupancy** by renters (tenants) or guests. Failure to submit the completed form prior to the occupancy by renters may result in fines levied against the MBR member's account. The form must be completely filled out for all paying renters (tenants). The form must also be completed for non-paying guests when the owner is not present during the visit. Any issues with submitting the form must be reported to office@mtbakerrim.com prior to the start of the visit.

THERE IS A \$25 FEE for each rental occasion. MBRCC members will be billed monthly for this fee. Family and other non-paying guests do not incur the \$25 fee.

Below is a screenshot of the rental form, accessed through the "Create Rental" button from the drop down menu on the left side of your member portal account homepage.

The same form is used for non-paying guests. Simply click the toggle button within the "Create Rental" form to indicate that the form is being submitted for a non-paying guest. This will not incur the \$25 fee.

Below is a screenshot of the rental form accessed via your member portal account:





Community Club

P.O. Box 5074 Glacier, WA 98244-5074 Ph. 360-599-2946 Fax 360-599-3313 P. O. Box 5074 Glacier, Washi ngt on 98244-5074

PROPERTY MANAGEMENT AUTHORIZATION FORM

This form is to be submitted to Mt. Baker Rim Community Club if your property is rented through a third-party property management business or individual. (Approved 9/19/14)

Member Name	Lot #
Preferred Means of Communication	
Property Manager Name	
Property Manager Phone Number	
Property Manager E-mail	
 • Managing rental gate cards, repo cards from the MBR office if nec • Submitting a current Renter (Ter Office before a tenant arrives. • Communication with the MBR of phone number changes. 	re to manage the rental of the cabin listed above. This may orting lost gate cards, and ordering new gate cessary. nant) Registration Form via portal.mtbakerrim.com to the MBR Office about gate cards, codes, and local ag, hard-copy or e-mail copies of monthly
cards. I also understand that I am ultimately a Property Manager and/or any tenants.	oblems or changes regarding my rental property and/or rental gate responsible for any rules and regulations that are broken by the when there is a change in my current designated Property
Member Signature	Date



Community Club

About the MBR Member Portal

portal.mtbakerrim.com

Your member portal account is where you:

- o update contact info
- o submit registration forms for renters and guests (required)
- o pay fees for
 - ➤ short term rentals (\$25 per rental occasion)
 - annual member dues (due on January 31st)
- o opt-in to
 - ➤ MBR communication emails
 - ➤ Annual General Meeting (AGM) notice and voting emails
 - Paperless billing
 - ➤ Phone/email sharing with other members

Only one account per property. For first time log in, contact office@mtbakerrim.com for activation link.



For the latest versions of all Mt Baker Rim Community Club Governing Documents and other official documents

visit www.mtbakerrim.com/documents.

This includes, but is not limited to:

- MBRCC Articles of Incorporation
- o MBRCC Bylaws
- MBRCC Protective Restrictions, Charges, Assessments, and Liens
- Minimum Property Standards
- Construction Checklist
- Tree Removal Policy
- o Rules & Regulations
- o Schedule of Violations & Fines



Please:

- ✓ Keep our bears wild
- ✓ Keep our residents safe

Bears are *always* seeking food. Don't let them find yours! Please use this checklist to help maintain the natural beauty of the place you have come to enjoy.

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Remember: A fed bear is a dead bear. Please don't let your actions cause the death of a bear

We're doing all we can to help protect this wild area and its inhabitants. We appreciate your help. Thank you!

Brought to you courtesy of the North Cascades Grizzly Bear Outreach Project (GBOP) Bear Smart Program. For more information about black and grizzly bears of the Cascades, please go to: **www.bearinfo.org**

GARBAGE COMPACTOR & RECYCLING

Mt. Baker Rim purchased a new trash compactor in 2015

The Trash and Recycling area is located at the Clubhouse

The disposal area is fenced in to keep wildlife out and children safe. The Garbage Compactor has its own access door with a code to open the door. Instructions are posted at the compactor.

<u>The area is under video surveillance</u>. WARNING: Never climb on, in or around the compactor. Adults should supervise children in the disposal area.

What trash can I put into the Compactor?

The Mt. Baker Rim Trash Compactor is for HOUSEHOLD TRASH only. If you would not put it into your garbage can at home, it cannot go into the compactor. Please use one of the local services or disposal sites for large items. Trash must be securely bagged prior to putting it into the compactor.

Here is a list of items NOT ALLOWED in our waste disposal area:

NO Toxic or combustible materials.

NO auto batteries, oil, tires or petroleum products.

NO furniture, large appliances or construction debris.

NO yard waste.

Please help keep the MBR Waste Disposal area clean and tidy.

Never leave anything on the ground. You may be fined for littering. If you are having trouble with the compactor, call Allison, the Caretaker in the office, or find Kenny, our Assistant Caretaker for assistance. Items that you want to give away are not to be left in the waste disposal area. Using the website Nextdoor is an excellent way to let neighbors know you have items to give away.

RECYCLING – EVERY OTHER THURSDAY

Please sort your recyclables into these THREE categories: Newspaper, Paper and Glass/Plastic/Aluminum. Items for collection should be clean of food waste. This is required by the disposal collection companies and prevents the MBR disposal area from attracting wildlife. Any food soiled paper items belong in the TRASH, not recycling. Please flatten your cardboard before recycling.

Private Curb-Side is available

In addition to the recycling receptacles at the clubhouse, you can also order your own curbside recycling service. Call: Sanitary Service Co. Inc. at 360-734-3490 to sign up for this service.

COMPUTER AND ELECTRONIC RECYCLING

Electronics

Address: 2422 E. Bakerview Rd.

Phone: 360-734-1235

Email: greg@relectronics.org Website: www.relectronics.org

Hours: Tuesday - Friday 10-5

Saturday 10-2

Please check the website for items accepted and costs related.

Sanitary Service Company

Address: 21 Bellwether Way #404

Phone: 360-734-3490 Email: ssc@ssc-inc.com Website: www.ssc-inc.com

Hours: Monday – Friday 8-5

Accepts: Junk, appliances, furniture, electronics, yard waste, remodeling

debris, etc.

Delivery: You call, they haul

Cost: Low prices, no minimum charge

Safe and Easy Recycling

Address: 3863 Hannegan Road, Suite 102 Bellingham

1732 Front St. Lynden

Phone: 360-715-3279 Bham 360-656-5692 Lynden

Email: info@safeandeas.net

Website: www.safeandeasyrecycling.com Hours: Monday – Friday 10 - 6

Saturday 10-2

Please check the website for items accepted and costs related.

SCRAP METAL RECYCLING

Alrite Recycling

Address: 1900 Racine St. Phone: 360-734-3034

Email: cmcconnell@alriterecycling.com

Website: www.alriterecycling.com
Hours: Sunday – Saturday 9-5

APPLIANCE PICK-UP AND RECYCLING

Appliance Recycling Outlet

Address: 10105 Airport Way, Snohomish

Phone: 800-414-5072

Email: appliancerecycling@yahoo.com

Website:

Hours: Monday – Friday 8-6

Saturday 8-5 Sunday 10-5

Please call to schedule pick up or drop off of appliances.

Z Recyclers Inc.

Address: 6129 Guide Meridian, Lynden

Phone: 360-398-2161

Email: zrecyclers@verizon.net Website: www.zrecyclers.com

Hours: Monday – Friday 8-4:30

Accepts: All forms of steel, sheet metal, aluminum, aluminum cans,

machinery, auto bodies, household appliances, copper, brass,

stainless

Delivery: Please drop off items

Cost: Z Recyclers pays customer by weight

HAZARDOUS WASTE

Hazardous Household Waste Disposal

Address: 3505 Airport Drive, Bellingham

Phone: 360-380-4640

Email:

Website: http://www.co.whatcom.wa.us/publicworks/

Hours: Monday – Friday 9-4

Accepts: Will take waste such as car batteries, oil-based paint, used motor oil,

used coolant, etc.

Delivery: Please drop off items

Cost: No charge for homeowner waste up to 55 gal.

Charge for business waste; call for quote