



Solid Waste Department

October 1, 2022

Subject: Special Waste Disposal Approval Process

You have requested approval to dispose of special waste at a Lee County Solid Waste Department (SWD) Facility, i.e., Lee/Hendry Landfill. As of March 16, 2020 Lee County has transitioned to an on-line special waste approval process managed by Waste Management, Inc. of Florida (WMIF). To obtain approval, please register on-line at www.wmsolutions.com and create a profile. Detailed instructions are attached.

A representative of WMIF will notify you if additional information and/or waste analyses are required and instructions will be provided as needed. If the waste is acceptable, you will be assigned a profile number and the account representative will schedule with you for disposal.

The hauler must show the approved Special Waste Profile to the scale attendant upon arrival at the disposal Facility. A waste shipment record (Manifest) is also required for each load of waste. Hours of operation for the Lee/Hendry Landfill are provided below.

The payment method must be provided to the representative and the Lee County Solid Waste Department account number provided, if applicable. Forms of payment accepted are: Cash, checks (made out to LCSW), credit cards (Visa, MasterCard, American Express and Discover) and current charge accounts are accepted. You may also establish a Credit Card on file. Disposal rate(s) are subject to change; current rates are posted on the Lee County website at www.leegov.com/solidwaste. If disposal costs are expected to exceed \$1,000, a deposit may be required unless a credit card will be used. Any questions about payments or establishing charge accounts or checking account/credit card on file, please call Customer Service at (239) 533-8000.

The hauler must show the approved Special Waste Profile and Manifest to the scale attendant and/or landfill operator upon arrival at the disposal Facility. **Special waste hours are from 9:00AM to 3:00PM.**

Questions related to the on-line approval process may be directed to (239) 455-8062. All other questions may be directed to Lee County Customer Service at (239) 533-8000.

Lee/Hendry Landfill
5500 Church Road Felda, FL 33930 Phone: (239) 369-2030
M-F 7AM-4PM
Special Waste Hours : M-F 9AM-3PM

Please remit payment to:
Lee County Resource Recovery Facility
10500 Buckingham Road
Fort Myers, FL 33905 Phone: (239) 533-8000



www.WMSOLUTIONS.com Instructions

WMSolutions Registration

1. Go to www.wmsolutions.com website.
2. Click on “Login” (top right of website page)
3. Click on “Register” in the pop up window
4. Enter information in all fields
5. Click on “Create Account”
6. You now have a WMSolutions Account

WMSolutions E-Signature (Necessary to Submit Profiles Online)

1. Click on “Get your e-Signature now”
2. You can get your e-Signature one of 2 ways:
 1. *Option 1: Use Your Mouse: (Instant Option)*
 1. Review Terms and Conditions of Waste Management’s E-Profiling Procedure.
 2. Check off box that you have read and agreed to the instructions
 3. Click on “Generate Your e-Signature Now
 4. Once satisfied with the signature click “I Agree”
 2. *Option 1: Print and Fax:*
 1. Click on “Download e-Signature PDF”
 2. Check off box that you have read and agreed to the instructions
 3. Click on “Download e-Signature PDF”
 4. Complete the form
 5. Print Form
 6. Sign within the white box
 7. Sign form again on Signature Line
 8. Fax to number listed on Form

How to Create a Non-Haz Profile

1. Go to www.WMSolutions.com website.
2. Sign In under “Log In”
3. Click on “Create New Profile”
4. Select the state where the waste is located
5. You can enter your Waste name under “Material”. This will narrow down the profile templates for your choosing.
6. If the profiles do not relate to your waste, click on “Blank EZ Profile”
7. Select “Fill Online” or Print PDF
8. If you decide to print the PDF, please fill out all information and send via fax.
9. For “Fill Online” Enter requested Generator and Billing Information, Click Next
10. Enter Material Name (This is the generally descriptive name of the material. i.e. Paint Sludge, Gasoline Impacted Soil)
11. Describe the process of how the waste is generated
12. Answer all questions in the Material Information section, Regulatory Information, and Analytical & Other Representative Information.
13. Attach any analytical testing or MSDS, then click “Next
14. Answer all questions Shipping & DOT Information, estimated quantity, and if you are requesting WM Hauling, enter the size of container you are seeking.
15. Select Disposal Facility, Click Next.
16. Verify that all information entered is correct, then click “Next”
17. Read the “Generator Certification” section, enter any comments or questions you may have. Check the authorized agent box.
18. Finally, Click on “Send Profile”
19. Once submitted WM will review for completeness and determine if material is acceptable into requested Disposal Facility. Do not send loads to the landfill until you are contacted by WM to complete account setup process. Once the account has been setup you will receive an approve to ship email.