

Request for Hazardous Waste Collection

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Organization Name]

[Insert Organization Address]

Dear [Recipient Name],

I am writing to request the collection of hazardous waste from my household located at [Insert Your Address]. We have accumulated a variety of hazardous materials including [list specific items such as paint, batteries, chemicals, etc.] that require safe disposal.

Given the potential risks to health and the environment, I would appreciate your assistance in arranging for the proper collection and disposal of these items. I am aware of the guidelines and regulations regarding hazardous waste and am committed to adhering to them.

Could you please provide me with information regarding the collection schedule and any necessary steps I need to follow? I appreciate your prompt attention to this matter and look forward to your response.

Thank you for your assistance.

Sincerely,

[Your Name]

[Your Contact Information]