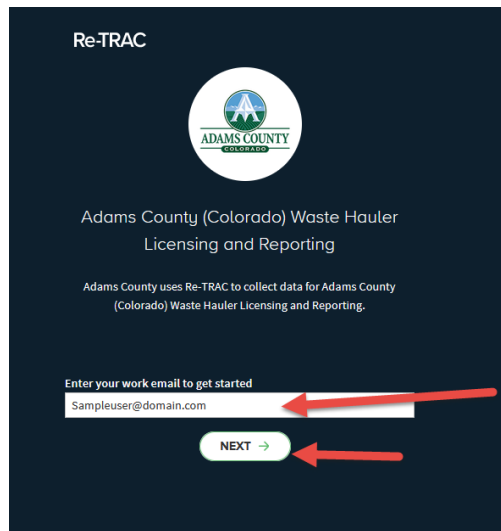


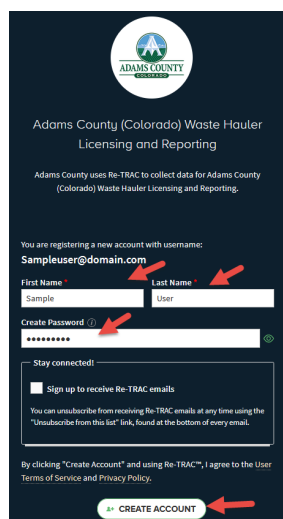
Adams County (Colorado) Waste Hauler Licensing and Reporting Re-TRAC Registration Instructions

1. To setup your Re-TRAC account and register for the Adams County (Colorado) Waste Hauler Licensing and Reporting program, please use the following link:
<https://app.re-trac.com/registration/adams-colorado>

2. Once on that page, enter your email address and click 'NEXT'.



3. On the following page, enter your first name, last name, and a password, then click 'CREATE ACCOUNT'.



4. Check your email (including Junk Mail), and click the ACTIVATE button

Hello User,

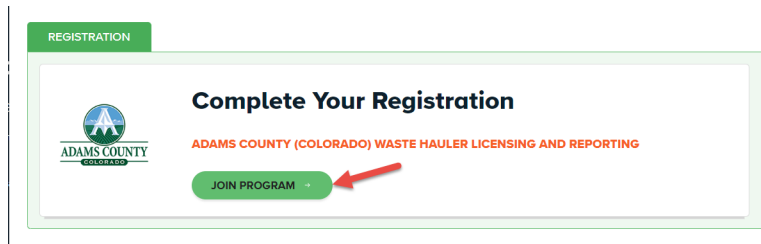
Activate your Re-TRAC account by clicking the button below.



If you are not logged into Re-TRAC after clicking the button above, please copy and paste the following link into the address bar of your internet browser: <https://app.re-trac.com/activate/A10Pdc65pGGwXMJaQ8PW>

Have questions? Reply to this email.

5. You will be brought into Re-TRAC to complete your registration, click JOIN PROGRAM



6. On the following page, enter your hauling company name, your contact information, and your physical address

Join Program

Member Details

Member Type *
Hauler

Member Name *
- Enter your Hauling Company name -

Contact Information

Name * Job Title
Email * Phone Number
Fax Website

Location Details

Search Google Maps for your Address ?
Search by organization name or address

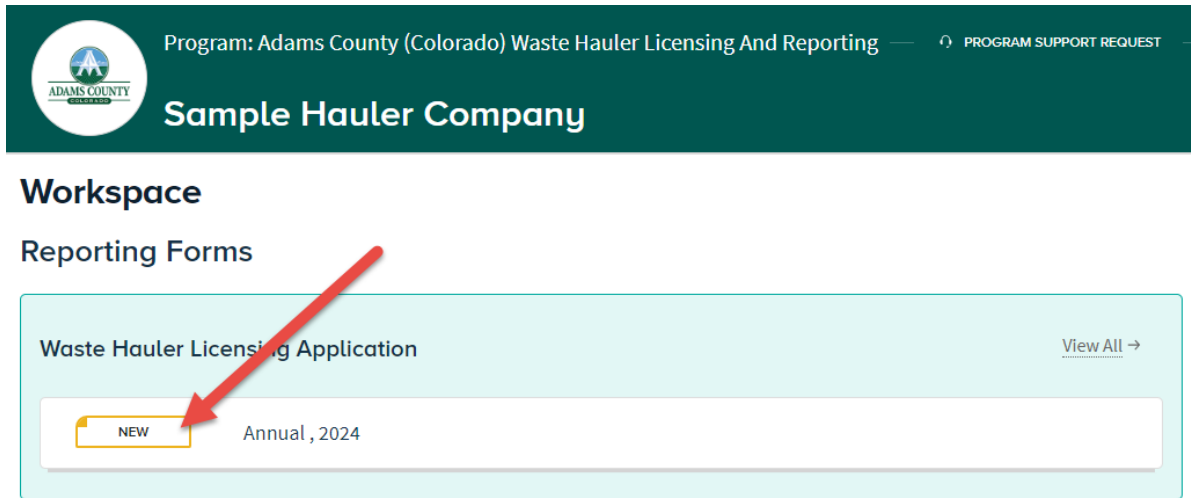
If you require assistance, please let us know. ? SUPPORT REQUEST

Confirm your location details

Country * State/Province *
City/Town * Zip/Postal Code *
Street *

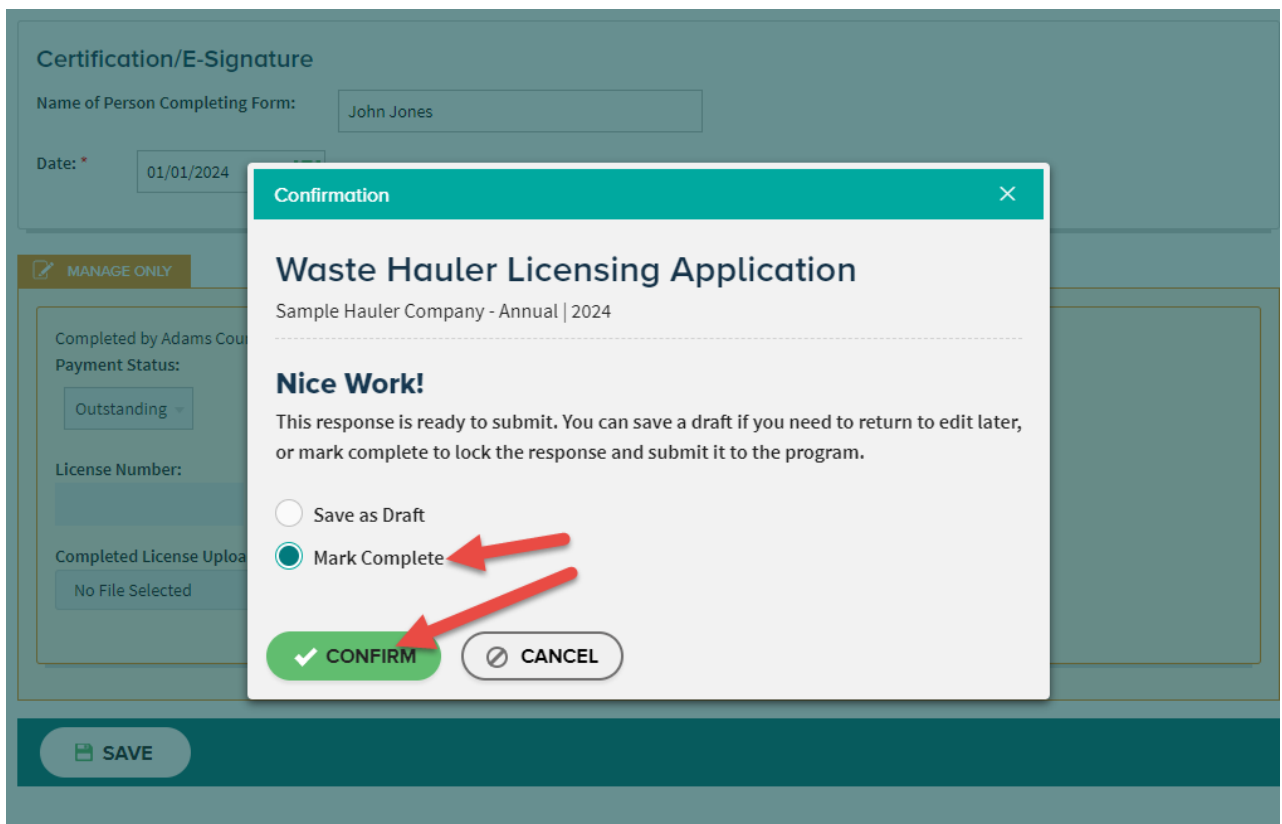
JOIN CLEAR ADDRESS

7. You will be brought to your Workspace, where you can click the NEW button to access and complete your Waste Hauler Licensing Application



8. Once you have completed all the fields on the Application, and click SAVE at the bottom, you will see 2 options: Save as Draft or Mark Complete.

(Note: Saving a draft will allow you to return and edit data. Marking complete will notify Adams County that your application is complete)



9. Once Adams County has verified your Application you will receive an email letting you know. At that time, you will gain access to the Annual Waste Hauler Report for end of calendar year waste data reporting.

Workspace

Reporting Forms

The screenshot displays a workspace titled "Reporting Forms" with two items:

- Waste Hauler Licensing Application** (status: VERIFIED, year: Annual, 2024) with a [View All →](#) link.
- Annual Waste Hauler Report** (status: NEW, year: Annual, 2024) with a [View All →](#) link. A red arrow points to the "NEW" label.