

## FAQ

### 1. What is the Residential Convenience Center Decal Program?

Effective January 1, 2026, residents and real property owners of Northumberland County who wish to dispose of household trash and recycling at any of the County's convenience Centers, or the Horsehead Yard Debris Site, must obtain and permanently display a residential Convenience Center decal to enter the facilities.

- There is no cost to the taxpayer for the Residential Convenience Center Decal.
- Northumberland County residents and real property owners may obtain Convenience Center decals through the Northumberland County Administrator's office by online, mail-in, or in person application form.
- The County Administrator's office will verify each request in order to issue the Residential Convenience Center decal(s) to a resident or real property owner of Northumberland County.
- Residential Convenience Center decals are issued as permanent decals for up to a maximum of five (5) personal vehicles that the resident will use at the County-owned solid waste facilities.
- Residential Convenience Center decals are not available for commercial business users.
- County staff reserves the right to ask for other identification/proof of residency.
- The Residential Convenience Center decal must be permanently affixed to the right side of the official inspection sticker when **viewed through the windshield from inside the vehicle**. The side edge adjacent to the Convenience Center decal shall not be more than 1/4 inch from the edge of the official inspection sticker (per the Code of Virginia: [19VAC30-40-30 Placement](#)).

For more information about obtaining a Residential Convenience Center Decal, contact the County Administrator's office at 804-580-7666.

### 2. Why is the Residential Convenience Center Decal Program being initiated?

The Board of Supervisors requested the Residential Convenience Center Decal Program, at their meeting on August 14, 2025, to reduce the use of the County-owned solid waste facilities by commercial business users and persons that are not residents or real property owners of Northumberland County.

Residential Convenience Center decals are only issued to residents and those who own property in Northumberland County. Residency or property ownership shall be confirmed through a personal property account, real estate account, or if an individual is renting property the renter shall show proof of residency by providing a valid driver's license/lease agreement/or utility bill with an address located in Northumberland County.

### 3. How do residents obtain the Residential Convenience Center Decal?

Residential Convenience Center Decals will be mailed annually. If a decal was not received, one may be obtained through the Northumberland County Administrator's office by online, mail-in, or in person application form. The County Administrator's office will verify each request in order to issue decals to a resident or real property owner of Northumberland County. Decals will not be issued to commercial and business vehicles.

**To submit the application online, use this online application form.**

**To use the mail-in application, please print, complete, and mail to:**

Northumberland County Administrator's Office  
Attn: Convenience Center Decal Program  
PO Box 129  
Heathsville, VA 22473

If you submit the application by mail or online, your decals will be mailed to you after the County Administrator's office has verified and processed the information.

**To obtain decals in-person, please visit the County Administrator's office. You will be asked to fill out the application at the counter or you can print, complete, and bring it with you to:**

Northumberland County Administrator's Office  
P.O. Box 129  
72 Monument Pl.  
Heathsville, Virginia 22473  
Hours: Monday – Friday, 8:00 a.m. – 5:00 p.m.

For more information about obtaining a Residential Use Convenience Center Decal, contact the County Administrator's office at 804-580-7666.

4. Can I get a Convenience Center Decal if I do not have a personal property, real estate or sewer account in Northumberland County?

If you do not have a personal property account, real estate account, or sewer account in your name, the County Administrator's Office will require your driver's license or a utility bill in your name with a Northumberland County address to obtain a Residential Convenience Center Decal.

5. What if I just moved to the County and my driver's license and vehicle registration are not yet updated?

If you have just moved to the County and your driver's license and vehicle registration are not yet updated, the County Administrator's office will verify your County residency if you submit your closing documents or completed lease agreement showing your name and Northumberland County address. The County Administrator's office will also accept viewing a utility bill (electric etc.) that is established in the resident's name. The County Administrator's office may also ask to see a valid form of identification.

6. What if I am a renter and do not own property in Northumberland County?

The County is verifying residency by personal property accounts, real estate accounts, or if an individual is renting property the renter shall show proof of residency by providing a valid driver's license/lease agreement/or utility bill with an address located in Northumberland County. If you own a vehicle and rent residential property in the County, you should have a personal property account that will verify your residency.

7. What if I own a vacation rental in Northumberland County?

Short-term rentals will not be eligible for a Residential Convenience Center Decal. Short-term rental agencies and owners will need to contract waste disposal or arrange for other disposal methods for their business.

8. Where should the Residential Convenience Center Decal be placed on the vehicle?

The Residential Convenience Center Decal must be permanently affixed to the right side of the official state inspection sticker when viewed through the windshield from inside the vehicle. The side edge adjacent to the Convenience Center decal sticker shall not be more than 1/4 inch from the edge of the official state inspection sticker (per the Code of Virginia: [19VAC30-40-30 Placement](#)).

9. Do I have to obtain a Residential Convenience Center decal for each one of my vehicles?

Residential Convenience Center Decals are not required for every vehicle the resident owns. The resident will only need Residential Convenience Center decals for the vehicles that will be used at the solid waste facilities. A maximum of five (5) decals per household will be issued. *Households* will be determined by physical address.

10. What if I purchase a new vehicle?

If you purchase a new vehicle and plan to use the new vehicle to enter the County-owned solid waste facilities, you will need to obtain a Residential Convenience Center Decal for that vehicle. The decal must be permanently affixed to the right side of the official inspection sticker when viewed through the windshield from inside the vehicle. The side edge adjacent to the official inspection sticker shall not be more than 1/4 inch from the edge of the official inspection sticker (per the Code of Virginia: [19VAC30-40-30 Placement](#)).

11. What if my vehicle is wrecked or 'totaled' and I need a new Residential Convenience Center decal?

If you will be replacing the wrecked vehicle, apply for an additional Residential Convenience Center decal for the replacement vehicle at the County Administrator's Office. Proof of the wrecked vehicle shall be provided.

13. Can I place a residential Convenience Center decal on my business registered vehicle?

No, Residential Convenience Center Decals are for residential users only.

14. Can I use a rental trailer to take solid waste and recycling to the County-owned facilities?

A trailer pulled by a vehicle with a Residential County Convenience Center decal will be allowed to dispose of their trash as long as disposed items are from residential use.

15. Can I use a Convenience Center Decal on a Rental Box, Dump, Stake Bed, U-haul, Lowes/Home Depot, Penske, Budget, United, etc., trucks?

These types of vehicles are considered commercial/business and will not be allowed to dispose of their trash at the Convenience Centers.

16. Can I get a Residential Convenience Center decal for my caregiver, who is not a Northumberland County resident, because the caregiver uses his/her vehicle to take my Convenience Center and recycling to the solid waste facilities?

The County Administrator's office can only issue Residential Convenience Center decals to residents and real property owners of Northumberland County. Residential Convenience Center Decals must be permanently affixed to the vehicle in order to access the County-owned solid waste facilities.

17. Why do I have to permanently display the Convenience Center Decal every time I use the Solid Waste Facilities? They know me.

The Residential Convenience Center Decal is the only way the attendants working at the Solid Waste Convenience Centers know you are authorized to use the facilities to dispose of residential trash and recycling. Therefore, the decal should be permanently placed upon up to five (5) personal vehicles that are used at the County-owned solid waste facilities.