



# AMERICAN DISPOSAL SERVICES

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Monday - Friday  
8 AM - 4:30 PM  
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info@adsimail.com

Capitol Property Management  
Hawthorn Cluster HOA  
3914 Centreville Rd Ste 300  
Chantilly, VA 20151-3290

**Account #** 304218 - 0001  
**Site:** Hawthorn Cluster HOA

## Dear Valued Customer,

Happy Holidays! As we all enter the busy Holiday season, we would like to remind you of the upcoming collection schedule and inclement weather policies.

**Yard Debris:** We would like to remind you of our policies on yard debris collection. Please keep in mind, during our heavier leaf period, we will exercise our 10 bag / 10 bundle rule if needed. Grass clippings and leaves need to be placed in compostable yard waste bags. Personal cans may be used, however they need to be marked "Yard Debris". Tree limbs and brush must be no longer than 4-5 feet in length and 3 inches in diameter. These items must be tied with rope or twine in arm length bundles. We will collect a maximum of 10 bags of grass clippings and / or leaves, and 10 bundles of brush per pickup. Additional charges will apply if you would like to schedule an additional removal of these items. Please call our office for pricing and to schedule the removal. Items that are bagged and bundled are not to exceed 50lbs. Concrete; rocks, mulch, sod and dirt are not accepted.

Additionally, yard debris collection ends December 24th. Any grass clippings, leaves, limbs, or brush can be placed out with your regular trash on your second collection day of the week. If you have weekly trash service place out with your regular trash on your service day.

**Thanksgiving Day:** Office is closed and no service will be provided. Monday, Tuesday, Wednesday, and Friday collection will be as normal. If your trash or recycling collection falls on Thursday, your recycling will be serviced on Saturday and trash will be serviced on your next regularly scheduled service day.

**Christmas Day & New Year's Day:** Falls on a Wednesday this year. Office is closed and no services will be provided. Monday, Tuesday, Thursday, and Friday collection will be as normal. All Wednesday service collection will be performed on Saturday 12/28/2019 (makeup for Christmas Day) and Saturday 1/4/2020 (makeup for New Year's Day).

**\*\*\*On make-up days, crews come through neighborhoods earlier than normal, please make sure items are at curbside the night before\*\*\***

**Christmas Tree Collection:** Christmas trees will be collected the first two weeks in January: **Wednesday, January 8, 2020 and Wednesday, January 15, 2020.** We ask all tinsel and decorations be removed. Please do not place trees in plastic bags.

**Inclement Weather:** Safety in your community is our primary concern. Roads and/or areas which are deemed unsafe due to snow or ice will be suspended for collection. If suspension occurs, services will resume on the next regularly scheduled collection day.

We would like to thank you for the opportunity to service you and your community. Please forward this information to all Board Members and Property Managers. If you have any questions, please call our customer service department at 703-368-0500 Monday through Friday from 8:00 AM to 4:30 PM or visit us on our website at [www.americandisposal.com](http://www.americandisposal.com).

At your disposal,

**American Disposal Services**