

# Requesting an Appointment is Easy!

We offer appointments for hazardous waste disposal and for our Swap Shop, Wednesday through Saturday between 9 AM and 3 PM.

## How to Request an Appointment

You have two convenient options:

- 📞 Leave a voicemail at 405-366-5463
- ✉ Email us at [householdhazardouswaste@normanok.gov](mailto:householdhazardouswaste@normanok.gov)

To help streamline the process, please include:

- ✓ Your full name
- ✓ Your address
- ✓ Your telephone number
- ✓ The types and quantity (not volume) of items you wish to dispose of



Providing this information in your email or having it ready when we return your call helps us schedule efficiently. For more details, refer to the "How Appointment Scheduling Works" and "Appointment Logistics" sections on our homepage.

## Appointment Availability

We do our best to schedule appointments **within the same week**, especially if you reach out **early in the week (e.g., Wednesday)**. However, as the week progresses, **same-week availability may be limited**. If you contact us later in the week, your appointment may be scheduled for the following week.

## Returning Your Call



We understand that many prefer to speak directly with a person rather than leaving a voicemail. While we have a small staff and may not always answer immediately, **we are committed to returning your call as soon as possible**—usually the **same day** during business hours or within **24 hours** on busy days.

If you contact us **outside of business hours**, we will respond once we are back in the office. We appreciate your patience and will get back to you as soon as possible.

### Helpful Tips:

✦ Add our phone number (405-366-5463) and email ([householdhazardouswaste@normanok.gov](mailto:householdhazardouswaste@normanok.gov)) to your contacts to ensure you receive our response. Thank you for your assistance!