

<b>County Name:</b>	<b>Municipality Name:</b>	
<b>Name of Establishment:</b>		
<b>Address:</b>	<b>City:</b>	<b>Zip Code:</b>
<b>Email:</b>	<b>Telephone:</b>	<b>Fax:</b>
<b>Primary Business Function:</b>		

**How does your establishment handle recyclable materials?**     Source-separated     Commingled     Single Stream

How are your recyclable materials collected?

- Collected by recycling facility or broker (name): \_\_\_\_\_
- Collected by private hauler (name): \_\_\_\_\_
- Collected by confidential document destruction company (name): \_\_\_\_\_
- Establishment delivers materials to drop-off or curbside program (location): \_\_\_\_\_

**If any of the above methods are used to collect your recyclable materials, do not include weights in the list below. Actual weights will be retrieved from your service provider or drop-off facility.**

- Establishment delivers materials to recycling facility (name): \_\_\_\_\_
- Other (please specify): \_\_\_\_\_

1. CHECK the box in front of each **post-consumer\*** material that your establishment recycled.
2. If your establishment marketed your own recyclables, enter the weight in tons and **attach a legible weight ticket from your recycler**. Enter the **GROSS WEIGHT\*\***. **DO NOT** subtract any **processing residue**.
3. CHECK the box in front of each post-consumer material recycled at your establishment.
4. If you market the recyclables yourself, enter the weight (in tons) of material recycled.
5. If you use a commingled or single stream collection system, check the boxes beside each material in the mix.

<u>Material Type</u>	<u>Weight</u>	<u>Material Type</u>	<u>Weight</u>
<input type="checkbox"/> <b>Single Stream:</b> (all recyclables, including fiber, collected together)	[SS1] _____	<b>Plastics:</b>	
<input type="checkbox"/> <b>Commingled:</b> (two or more materials collected together, fiber separate)	[XXX] _____	<input type="checkbox"/> Plastic: PET	[PL1] _____
<b>Glass Bottles and Jars:</b>		<input type="checkbox"/> Plastic: HDPE	[PL2] _____
<input type="checkbox"/> Glass: Clear	[GL1] _____	<input type="checkbox"/> Plastic: PVC	[PL3] _____
<input type="checkbox"/> Glass: Mixed	[GL2] _____	<input type="checkbox"/> Plastic: LDPE	[PL4] _____
<input type="checkbox"/> Glass: Green	[GL3] _____	<input type="checkbox"/> Plastic: PP	[PL5] _____
<input type="checkbox"/> Glass: Brown	[GL4] _____	<input type="checkbox"/> Plastic: PS	[PL6] _____
<input type="checkbox"/> Glass: Plate	[GL5] _____	<input type="checkbox"/> Plastic: MIXED / OTHER	[PL7] _____
<input type="checkbox"/> Glass: Other	[GL6] _____	<input type="checkbox"/> Plastic: FILM	[PL8] _____
<b>Paper:</b>		<input type="checkbox"/> Plastic: DRUM <small>(high molecular weight HDPE)</small>	[DR1] _____
<input type="checkbox"/> Paper: Cardboard	[C01] _____	<input type="checkbox"/> Plastic: DRUM <small>(mixed bulky rigid)</small>	[DR4] _____
<input type="checkbox"/> Paper: Brown Bags & Sacks	[C02] _____	<b>Metals:</b>	
<input type="checkbox"/> Paper: Gabled/Aseptic Cartons	[C03] _____	<input type="checkbox"/> Aluminum Cans	[AA1] _____
<input type="checkbox"/> Paper: Magazines & Catalogs	[PA1] _____	<input type="checkbox"/> Steel / Bimetallic / Tin Cans	[F02] _____
<input type="checkbox"/> Paper: Newsprint / Newspaper	[PA2] _____	<input type="checkbox"/> Mixed Cans	[MX2] _____
<input type="checkbox"/> Paper: Mixed / Other Paper <small>Grades (junk mail, paperboard, etc.)</small>	[PA3] _____	<input type="checkbox"/> Aluminum Scrap	[AA2] _____
<input type="checkbox"/> Paper: Office Paper (all high grades)	[PA4] _____	<input type="checkbox"/> Ferrous Metals	[F01] _____
<input type="checkbox"/> Paper: Phone Books	[PA6] _____	<input type="checkbox"/> Non-Ferrous Metals	[N01] _____
<input type="checkbox"/> Drum: Fiber	[DR3] _____	<input type="checkbox"/> Copper	[N02] _____
		<input type="checkbox"/> Brass	[N03] _____
		<input type="checkbox"/> Lead	[N04] _____
		<input type="checkbox"/> Stainless Steel	[N05] _____
		<input type="checkbox"/> Nickel	[N10] _____

**\*Report only post-consumer materials on this form.** **Post-consumer material:** Material that has been used as a consumer item and then diverted from municipal solid waste for the purpose of collection and recycling. The term excludes material generated in manufacturing and converting processes such as manufacturing scrap and trimmings/cuttings. Also, print overruns, overissue publications, and obsolete inventories that did not leave the generating facility would be classified as pre-consumer materials and should **not** be reported on this form.

**\*\*Enter GROSS WEIGHT of all material. DO NOT subtract any processing residue as PA DEP has a formula it will apply.**

<u>Material Type</u>	<u>Weight</u>	
<b>Metals Continued:</b>		
<input type="checkbox"/> Aluminum Cans	[AA1]	_____
<input type="checkbox"/> Steel / Bimetallic / Tin Cans	[F02]	_____
<input type="checkbox"/> Mixed Cans	[MX2]	_____
<input type="checkbox"/> Aluminum Scrap	[AA2]	_____
<input type="checkbox"/> Ferrous Metals	[F01]	_____
<input type="checkbox"/> Non-Ferrous Metals	[N01]	_____
<input type="checkbox"/> Copper	[N02]	_____
<input type="checkbox"/> Brass	[N03]	_____
<input type="checkbox"/> Lead	[N04]	_____
<input type="checkbox"/> Stainless Steel	[N05]	_____
<input type="checkbox"/> Nickel	[N10]	_____
<input type="checkbox"/> Wire / Cable	[W01]	_____
<input type="checkbox"/> Mixed Metals (includes drum steel)	[MM1]	_____
<input type="checkbox"/> White Goods	[F03]	_____
<b>Household/Commercial Hazardous Waste:</b>		
<input type="checkbox"/> Antifreeze	[O02]	_____
<input type="checkbox"/> Batteries: Lead Acid	[B01]	_____
<input type="checkbox"/> Batteries: Other	[B02]	_____
<input type="checkbox"/> E-Waste (includes TV)	[CR1]	_____
<input type="checkbox"/> Fluorescent Tubes/CFLs	[FL1]	_____
<input type="checkbox"/> Used Oil	[OL2]	_____
<input type="checkbox"/> Oil Filters	[OL3]	_____
<input type="checkbox"/> Other Commercial HW (paints, varnish, pesticides, etc.)	[CHW]	_____
<input type="checkbox"/> Other Household HW (paints, varnish, pesticides, etc.)	[HHW]	_____
<b>Other Recyclables:</b>		
<input type="checkbox"/> Asphalt	[ASP]	_____
<input type="checkbox"/> Rubber Tires	[M01]	_____
<input type="checkbox"/> Construction & Demolition	[M02]	_____
<input type="checkbox"/> Clothing / Textiles	[M03]	_____
<input type="checkbox"/> Furniture & Furnishings	[M04]	_____
<input type="checkbox"/> Mattresses	[MT1]	_____
<input type="checkbox"/> Misc. / Other Consumer Items	[MIS]	_____
<b>Organics:</b>		
<input type="checkbox"/> Source Separated Food	[SSF]	_____
<input type="checkbox"/> Wood Waste	[WW1]	_____
<input type="checkbox"/> Yard & Leaf Waste	[Y01]	_____

<b>Conversion Chart</b>	
<b>Antifreeze:</b>	7.2 lbs per gallon
<b>Battery – Lead Acid:</b>	Car = 17.8 lbs Truck = 48.7 lbs Motorcycle = 8.7 lbs
<b>Rubber Tires:</b>	Car = 21 lbs Truck = 70 lbs
<b>Used Oil:</b>	7.2 lbs per gallon
<b>Oil Filters:</b>	1.2 lbs each
<b>Glass – Whole Bottle:</b>	1 ton = 2 yds <sup>3</sup>
<b>Newsprint – Loose:</b>	1 ton = 3 yds <sup>3</sup>
<b>Corrugated Cardboard:</b>	2.5' x 4' x 5' bale = 1100 lbs
<b>Plastic Soda Bottles</b>	
<b>Whole, Loose:</b>	30 lbs = 1 yd <sup>3</sup>
<b>Plastic Film:</b>	2.5' x 4' x 5' bale = 1500 lbs
<b>Solid &amp; Liquid Fats:</b>	55 gallon drum = 412 lbs
<b>White Goods</b>	
<b>Freezers:</b>	1 = 250 lbs
<b>Refrigerators:</b>	1 = 250 lbs
<b>Other Appliances:</b>	1 = 150 lbs
<b>Yard Waste</b>	
<b>Leaves:</b>	4 yd <sup>3</sup> = 1 ton
<b>Grass Clippings:</b>	2 yd <sup>3</sup> = 1 ton
<b>Wood Chips:</b>	1 yd <sup>3</sup> = 500 lbs

**SUBMIT REPORT  
TO MUNICIPALITY  
BY FEB 1<sup>st</sup>!**

*Your accurate and timely reporting enables the County and the State to determine an accurate recycling rate and showcase the importance and viability of the recycling industry.*

***I certify, to the best of my knowledge, that the information on this form is complete and accurate. I further authorize the Municipality to aggregate this report for DEP reporting purposes. If a legible weight ticket is attached, this report may also be used for DEP grant purposes.***

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Authorized Representative	Title	Signature	Date
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