

**CITY OF LOCK HAVEN COMMERCIAL RECYCLING PROGRAM REGISTRATION**

**Must be returned by February 3, 2017**

**EACH ORGANIZATION RECEIVING THIS FORM MUST COMPLETE IT, SIGN IT AND RETURN IT TO THE RECYCLING COORDINATOR, CITY OF LOCK HAVEN, 20 E CHURCH STREET, LOCK HAVEN, PA, 17745.**

This report is being provided to all businesses, schools, universities, commercial establishments, institutional establishments and multi-family dwellings (apartments with four or more units) that operate within the City of Lock Haven. As indicated by the Recycling Ordinance adopted by the City of Lock Haven, effective December 9, 1991, and in accordance with Pennsylvania Law – Act 101, these entities are mandated to recycle AT LEAST THREE of the following items:

Commercial Establishments, schools, universities, institutions  
Plastics, Aluminum, Steel & Metal Cans, Office Paper;  
Corrugated Cardboard

Multi-Family Residential Properties (four or more units)  
Plastics, Aluminum, Steel & Metal Cans

**NAME OF BUSINESS/ESTABLISHMENT** \_\_\_\_\_

**CONTACT PERSON** \_\_\_\_\_ **PHONE #** \_\_\_\_\_

**MAILING ADDRESS** \_\_\_\_\_

**PHYSICAL ADDRESS** \_\_\_\_\_

**MUNICIPALITY** \_\_\_\_\_ **COUNTY** \_\_\_\_\_

1. What type of business do you operate?
- Manufacturing  Wholesale/Retail  Multi-unit housing
- School/university  Other: \_\_\_\_\_

2. Where was the material you recycled generated? (Check all that apply)
- Food service  Maintenance  Retail Operations
- Lunchroom  Offices  Mail room or print shop
- Shipping/Receiving/Warehouse  Other: \_\_\_\_\_

3. Who is collecting your recyclables? (**Please circle option 1, 2 or 3 below**). If you select option 2, please list the hauler and contact information because we will be contacting private haulers for written confirmations. **If your recyclables are sent to another establishment other than the Wayne Township Landfill please provide that information to the City by attaching it to this form.**

- 1) Self-transport of at least three materials to the Wayne Township Landfill. There is no charge for this option which involves drop off of recyclables at the Wayne Township Landfill; **you must obtain a weigh-slip receipt for each drop-off** in order to provide documentation of recycling and volume. The weigh slips must be turned in at the end of the year along you're your recycling report.
- 2) Contracting with a private hauler who will provide separate pickup of recyclables and transport to the Wayne Township Landfill. Haulers may establish their own rates for pickup of recyclables from commercial entities, but may not include the recyclables in regular business waste hauling. The haulers must transport recyclables separately to the Wayne Township Landfill. Please list hauler information below.

Name of Hauler: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone # \_\_\_\_\_

- 3) Contracting with the Wayne Township Landfill for recyclable pickup. The landfill has established rates for commercial recyclers based upon volume and type of business. Please contact them directly at 570-769-6977 for collection and rate information. Green box bi-weekly curbside pickup is available for commercial entities and multi-unit housing facilities who must register in advance for this option with the Landfill.

**Please list the amount of Post-Consumer recyclable materials generated from your business in 2016 and attach weigh slips, unless you are contracted with the Wayne Township Landfill or your private hauler is providing the information for you. All amounts must be recorded in TONS or fractions thereof.**

	Tons		Tons
1. Old Newsprint	_____	13. Commingled (Any of the above)	_____
2. High Grade Office Paper	_____	14. Single Stream	_____
3. Corrugated	_____	16. Other Glass	_____
4. Other Marketable Grades of Paper:		17. Major Appliances	_____
Magazines	_____	18. Other Ferrous	_____
Telephone Directories	_____	19. Other Non-Ferrous	_____
Other: _____	_____	20. Textiles	_____
Other: _____	_____	21. Mattresses	_____
5. Aluminum Cans	_____	22. Wood	_____
6. Steel/Bimetal Cans	_____	Wood Packaging	_____
7. Amber Glass	_____	Other: _____	_____
8. Clear Glass	_____	23. Automotive	
9. Green Glass	_____	Antifreeze	_____
10. PET Plastics	_____	Lead Acid Batteries	_____
11. HDPE Plastics	_____	Oil Filters	_____
12. Other Plastics:		Tires	_____
LDPE	_____	Used Motor Oil	_____
PVC	_____	24. Electronics	
PP	_____	Circuit Boards	_____
PS	_____	Computer Monitors & TVs	_____
Other: _____	_____	Consumer Electronics	_____
		Fluorescent Tubes	_____

I hereby certify that the amount(s) of recyclable materials listed in this report are to the best of my knowledge complete and accurate.

\_\_\_\_\_  
Signature of Business Owner or Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Private Hauler

\_\_\_\_\_  
Date

Questions regarding completion of this form should be directed to Leonora Hannagan, Recycling Coordinator at (570) 893-5903.