

CITY OF LOCK HAVEN COMMERCIAL RECYCLING PROGRAM REGISTRATION

Must be returned by February 15, 2019

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:

- | | |
|---|--|
| <u>Commercial Establishments, Schools, Universities, Institutions:</u> | <u>Multi-Family Residential Properties (four or more units)</u> |
| Plastic, Aluminum, Steel & Metal Cans; Office Paper,
Corrugated Cardboard | Plastic, 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?
- | | | |
|--|---|---|
| <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Wholesale/Retail | <input type="checkbox"/> Multi-unit housing |
| <input type="checkbox"/> School/university | <input type="checkbox"/> Other: _____ | |

2. Where was the material you recycled generated? (Check all that apply)
- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> Food service | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Retail Operations |
| <input type="checkbox"/> Lunchroom | <input type="checkbox"/> Offices | <input type="checkbox"/> Mail room or print shop |
| <input type="checkbox"/> Shipping/Receiving/Warehouse | <input type="checkbox"/> 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 with 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 2018 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			
1.	Old Newsprint	_____	11.	Single Stream	_____
2.	High Grade Office Paper	_____	12.	Major Appliances	_____
3.	Corrugated	_____	13.	Other Ferrous	_____
4.	Other Marketable Grades of Paper:		14.	Other Non-Ferrous	_____
	Magazines	_____	15.	Textiles	_____
	Telephone Directories	_____	16.	Mattresses	_____
	Other: _____	_____	17.	Wood	
	Other: _____	_____		Wood Packaging	_____
5.	Aluminum Cans	_____		Other: _____	_____
6.	Steel/Bimetal Cans	_____	18.	Automotive	
7.	PET Plastics	_____		Antifreeze	_____
8.	HDPE Plastics	_____		Lead Acid Batteries	_____
9.	Other Plastics:			Oil Filters	_____
	LDPE	_____		Tires	_____
	PVC	_____		Used Motor Oil	_____
	PP	_____	19.	Electronics	
	PS	_____		Circuit Boards	_____
	Other: _____	_____		Computer Monitors & TVs	_____
10.	Commingled (Any of the above)	_____		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 Anthony Stopper, Director of Public Works at (570) 893-5613.