

RRD USE ONLY:  
 Tax ID#: \_\_\_\_\_  
 SDAT: \_\_\_\_\_  
 U&O #: \_\_\_\_\_

# Prince George's County Recycling Plan

## For Individual Businesses



Hover over Check Box to the Right to Read Requirements Before Continuing.

Reporting year: \_\_\_\_\_

Date: \_\_\_\_\_

### Section 1: Business Information

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_ Unit/Suite#: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Type of Business: ? \_\_\_\_\_ Telephone Number: \_\_\_\_\_ Extension: \_\_\_\_\_

**Owner or Resident Agent Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Unit/Suite#: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Extension: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Name of Manager or Point of Contact at Business:** \_\_\_\_\_

### Section 2: Designation of Recyclable Material to be Collected, or Generated (Generated would be material that your property can/could be recycling)

**Most Common Types of Recyclables that should be collected:(select all that apply) These are items the Department expects to be recycled.**

**Other Types of Generated Recycling: If your property is generating these materials, please contact our office for recycling options:**

- |               |   |               |              |             |                          |
|---------------|---|---------------|--------------|-------------|--------------------------|
| Office Paper  | Plastic Bottles   | Rigid Plastic | Yard Waste   | Anti-Freeze | Electronics              |
| Newspaper     | Wide/Narrow Plastic Containers (Resin #'s 1, 3, 5, & 7) |               | Food Scraps  | Motor Oil   | Scrap Metal / Appliances |
| Cardboard     | Bi-Metal Cans, Aluminum Foil, Aerosol Cans              |               | Tires        | Oil Filters | Mattresses               |
| Glass Bottles |   |               | Textiles     | Florescents | Grease/Cooking Oil       |
|               |   |               | Other: _____ |             |                          |

### Section 3: Requirements of Businesses

**Businesses: Please be aware that as of July 1, 2019, Prince George's County Council Bill 12-2018, requires that businesses shall provide at least equally sized and equally convenient recycling containers to accompany each trash container on the interior of their stores and offices. Recycling Containers shall be clearly marked with a list of materials that can be recycled.**

Are you currently offering Recycling: \_\_\_\_\_ Number of Interior Trash Receptacles: \_\_\_\_\_ Number of Interior Recycling Receptacles: \_\_\_\_\_

Are your interior Recycling containers properly labeled as recycling with a list of acceptable materials on or above the container?

**Also: businesses shall submit to the Director this Plan for approval which demonstrates compatibility with the County's recycling program. The Plan shall include, at a minimum:**

- 1) Designation of recyclable materials to be collected; (Section 2)
- 2) A collection system for the designated recyclable materials; (do you have properly labeled Interior Recycling Containers?) and
- 3) Provisions for publicizing the recycle program. (Next Page, question 2.)

If you require further information concerning the law click here:

Please **answer the** following:

1. How are you Separating your Recycling Material?: Single Stream (all items in one container), Dual Stream (Separate Containers –example, Cardboard separated out from other recyclables), or Multi-Stream (Separate Containers for each type - example, Plastic; Paper/Cardboard; Bi-Metal/Aluminum Cans.)

2. How are you promoting and informing customers of your recycling program: *(Select all that apply)*

- a. E-mail blast
- b. Posters and or Signs (can be put on or directly above recycling containers)
- c. Flyers
- d. Welcome Package
- e. Other: \_\_\_\_\_

**Section 4: Legal and Signature**

**This Plan must be submitted by the owners of the business. Failure to provide this document and/or not having adequate recycling, can result in civil violations being issued with penalties up to \$1,000.00 daily.**

- I understand the questions and statements on this application.
- I have read and understand the legal information.
- I understand that failure to provide accurate information, may result in civil penalties.

By checking this box and typing my name below, I am electronically signing this application.

*Attention: Once you have checked the boxes (top of form and to the right) you cannot un-check unless you clear the entire form.*

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

*If you have any questions, concerns, or require technical assistance please contact the Prince George’s County Recycling Section. Also, please inquire about Source Reduction and learn how you can realize substantial savings through reduced purchasing and disposal costs while benefiting the environment.*

In an effort to reduce costs to you as well as protecting the environment, we are beginning to phase out paper reports. Please consider completing this form on-line and e-mailing it to our office. We will still accept paper reports that are mailed in at this time but would prefer them to be sent electronically.

To Submit Your Completed Form Click Below:

or alternatively you may mail report to:

Prince George’s County Recycling Section:  
Attn: Recycling Inspector Supervisor  
9200 Basil Ct., Suite 300 Largo, MD 20774

Phone: 301-883-3635  
Fax: 301-883-6048

To Clear Form, Click Here: