

Prince George's County
Commercial, Industrial & Multifamily Property Recycling Report/Plan
Annual Recycling Report for Property Owners and Managers

Please Print Legibly: For 2015 reporting year. Tonnage _____ in pounds. Date: _____

Section 1: Property Information

Property Name: _____
Property Address: _____
City: _____ State: _____ Postal Code: _____

Section 2: Property Management Information

On Site Property Manager:

Name: _____ Title: _____
Phone: _____ Fax: _____ Email: _____
Mailing Address: _____
City: _____ State: _____ Postal Code: _____

Property Management Company Contact:

Company: _____
Name: _____ Title: _____
Phone: _____ Fax: _____ Email: _____
Mailing Address: _____
City: _____ State: _____ Postal Code: _____

If Applicable:

Homeowners Assoc. President Name: _____
Phone: _____ Email: _____

Section 3: Property Profile

Property Type: (Check all that apply)

- | | | | |
|------------------------------------|--------------------------------------|--|---|
| <input type="checkbox"/> Office | <input type="checkbox"/> Grocery | <input type="checkbox"/> Auto Repair | <input type="checkbox"/> Bar/Restaurant |
| <input type="checkbox"/> Retail | <input type="checkbox"/> Service | <input type="checkbox"/> Hotel/Motel | <input type="checkbox"/> Health/Medical |
| <input type="checkbox"/> Bank | <input type="checkbox"/> Education | <input type="checkbox"/> Beauty/Barber | <input type="checkbox"/> Place of Worship |
| <input type="checkbox"/> Apartment | <input type="checkbox"/> Condominium | Other: _____ | |

Generated Waste Profile: The primary waste materials generated at this property.

(Check all that apply)

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Office Paper | <input type="checkbox"/> Plastic Bottles | <input type="checkbox"/> Motor Oil/Oil Filters | <input type="checkbox"/> Scrap Metal |
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Glass Bottles | <input type="checkbox"/> Food Scraps | <input type="checkbox"/> Tires |
| <input type="checkbox"/> Cardboard | <input type="checkbox"/> Metal Cans | <input type="checkbox"/> Anti-freeze | <input type="checkbox"/> Yard Debris |
| Other: _____ | | | |
| Additional Material: | <input type="checkbox"/> Electronics | <input type="checkbox"/> Fluorescents | <input type="checkbox"/> Grease/Cooking Oil |
| <input type="checkbox"/> Hard Plastics | <input type="checkbox"/> Textiles | <input type="checkbox"/> Pallets | <input type="checkbox"/> Mattresses |
| Other: _____ | | | |

Section 4: Current Waste Hauler Information

- Does this property currently receive recycling services? Yes No
- Day(s) of **RECYCLING** collection: (Circle) M T W TH F S
- This property receives recycling services from: _____ (Service provider)
- Recycling service provider phone number: _____
- This property receives waste services from: _____ (Service provider)
- Are the collection areas enclosed? Yes No

Section 5: Current Garbage and Recycling Containers

Garbage

Types of Containers	Number of Containers	Collection Frequency
2 yd. Dumpster		
4 yd. Dumpster		
6 yd. Dumpster		
8 yd. Dumpster		
64-96 gal. Cart		
Compactor		
Chute		
Other:		

Recycling

Types of Containers	Number of Containers	Collection Frequency
2 yd. Dumpster		
4 yd. Dumpster		
6 yd. Dumpster		
8 yd. Dumpster		
64-96 gal. Cart		
Compactor		
Chute		
Other:		

Property Description:

- | | |
|--|--|
| 1. Number of garbage collection areas: _____ | 2. Number of recycling collection areas: _____ |
| 3. Total number of Units in Complex: _____ | 4. Total Number of Individual Buildings: _____ |
| 5. Number of Units Per Floor: _____ | 6. Number of Floors Per Building: _____ |

Section 6: Recycling Plan

I am aware that Prince George's County Council Bill 87-2012 requires my commercial/industrial/multifamily property to implement a recycling collection program as follows.

My commercial/industrial/multifamily property is:

(Please initial next to all that apply)

1. Separating designated recyclable materials from garbage (recycling). *Initial* _____

2. Displaying signs and labeled containers in appropriate areas or rental units for the collection of designated recyclable materials. *Initial* _____

3. A party to a written service agreement for recycling collection service as noted **above in Section 4 "Currant Waste Hauler Information"**. *Initial* _____

OR

4. If NOT recycling, needing more containers or switching haulers, initial here. **Getting quotes from different recycling service providers.** *Initial* _____

Section 7: Signatures

Signatures: I understand and confirm that this information is true and correct.

Printed Name: _____
Signature: _____
Title: _____
Date: _____

Section 8: Address Where The Annual Recycling Report Should Be Mailed

Mailing Address: _____
City: _____ State: _____ Postal Code: _____

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.

Contact Information:

Prince George's County
Recycling Section
9200 Basil Ct, Suite 300
Largo MD, 20774
Phone: (301) 883-3635
Fax: (301) 883-6048

SHEET FOR ESTIMATING QUANTITIES OF RECYCLABLES

The following table provides a list of commonly used storage containers, with their capacity and the amount of recyclable material that each container holds.

Recyclable Material Capacity (in Pounds)

Recycling Container Size	Volume Capacity (Cubic Yards)	Newspaper (Loose)	Cardboard (Loose)	Aluminum (Whole cans)	Glass (Whole bottles or jars)	Steel (Whole cans)	Plastic (Whole bottles)	Single-Stream Containers* OR Commingled
32-gallon								
garbage can or pail	0.18	72	N/A	13	99	27	5	29
55-gallon drum	0.3	120	N/A	22	165	45	9	48
90-gallon cart	0.5	200	N/A	37	275	75	15	80
Dumpster (2 yd)**	2	800	150	148	1,100	300	60	320
Dumpster (4 yd)**	4	1,600	300	296	2,200	600	120	640
Dumpster (6 yd)**	6	2,400	450	444	3,300	900	180	960
Roll-off Container**	10	4,000	750	740	5,500	1,500	300	1,600
Roll-off Container**	20	8,000	1,500	1,480	11,000	3,000	600	3,200
Roll-off Container**	30	12,000	2,250	2,220	16,500	4,500	900	4,800

N/A - It is not likely that cardboard would be stored in this size container.

*This category refers to aluminum, steel, plastic, and glass containers collected together in the same container.

**Common-sized dumpsters and roll-offs are shown. Check with your collector to verify the size that your property uses.

HOW TO USE THE TABLE TO FILL IN WORKSHEET

For each recyclable material your property collects.

1. Enter the type of material in column A.
2. Enter the size of container used to store this material in column B.
3. Enter the total number of containers dedicated to this material in column C.
4. Refer to table above to determine the average number of pounds of this material that the storage container holds. Enter this figure in column D.
5. Multiply column C times column D. enter this figure in column E.
6. Enter the number of collections each year that your property receives for this material in column F.
7. Multiply column E times column F. Enter this figure in column G.

A	B	C	D	E	F	G
Type of Recyclable Material	Type of Storage Container	Number of Containers (includes all locations)	Material Capacity for Container (Refer to table)	Quantity of Material Collected from all containers (lbs)	Number of Collections per Year	Total Quantity per Year (lbs)
↓	↓	↓	↓	↓	↓	↓
_____	_____	_____ X _____ = _____	_____	_____ X _____ = _____	_____	_____
_____	_____	_____ X _____ = _____	_____	_____ X _____ = _____	_____	_____
_____	_____	_____ X _____ = _____	_____	_____ X _____ = _____	_____	_____
_____	_____	_____ X _____ = _____	_____	_____ X _____ = _____	_____	_____
_____	_____	_____ X _____ = _____	_____	_____ X _____ = _____	_____	_____
Total =						_____

PRINCE GEORGE'S COUNTY 2015 ANNUAL MULTIFAMILY/BUSINESS RECYCLING QUANTITIES REPORT

Property Name _____

Address _____

Contact Person _____

Phone Number _____

Recyclables Collector _____

Quantities of Materials Collected for Recycling (January – December 2015)

If you do not have actual documentation to determine weights of recyclables collected, you must use the worksheet on the back side of this form to calculate estimates.

<u>Material</u>	<u>Total Pounds</u>
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Newspaper	⇒ _____
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Single - Stream*	⇒ _____
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Aluminum Cans	⇒ _____
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Steel Cans	⇒ _____
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Plastic Bottles	⇒ _____
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Jars and Glass Bottles	⇒ _____
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Other	⇒ _____
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Total =	⇒ _____
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**SEND FORM TO:
THE RECYCLING SECTION
9200 BASIL COURT
SUITE 300
LARGO MD 20774
FAX # 301-883-6048
ATTN: RECYCLING
E-mail vebarkdoll@co.pg.md.us**

*If your property collects recyclable paper, aluminum, steel, plastic and glass containers together, please enter the total weight of these containers in the Single - Stream category and leave the corresponding individual recyclable categories blank.

I certify that to the best of my knowledge the recycled materials listed are residential wastes generated such that they are not landfilled or incinerated. Our weight records remain on file and will be available for auditing purposes for three (3) years after this filing date.

Printed Name _____

Authorized Signature _____

Title _____

