

January 4, 2019

RE: 2018 Recycling Tonnage Report

Dear Business Representative:

The N.J. Mandatory Recycling Act and Borough regulations require businesses to report how much solid waste they recycled each year to the municipal Recycling Coordinator. See the back of the Tonnage Report form for the list of recyclable solid waste materials. Many of these, such as cardboard, are mandatory recyclables and cannot legally be disposed of in landfills or incinerators. You may also have recycled other materials such as metal scrap, plastic or glass scrap, wood pallets or electronic waste.

Please submit a report for calendar year 2018 either as a computer printout or on your company letterhead or use the Tonnage Report form. State the amount of each material recycled, the hauler or market and the dates. Include an address and phone number for your market, if available. Do not include any material that went to a landfill or incinerator. Sign the report and send it to me with supporting documentation (copies of weight receipts or a letter from your market) **no later than March 1, 2019**.

If you have not been keeping records, obtain the information from your hauler or market, or have them file a report for you. Note that even if your corporate office handles your recycling, it is your responsibility to ensure the information is reported. If you have questions about how to document your recycling tonnage, call me at (908) 226-7621, or e-mail me at atempel@southplainfieldnj.com.

Thank you for your prompt response.

Very truly yours,

Alice S. Tempel, CRP
Recycling Coordinator