



**Department of Resources Recycling and Recovery  
Division of Recycling**

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## CURBSIDE ALLOCATION APPLICATION

Certification ID:

Date Submitted:

Company Name:

Facility Address:

City:

State:

Zip:

Contact Person's Name:

Telephone #:

Ext:

Fax #:

Email:

1) Which program types will be the source of materials included in the allocated weights?

- (A) Certified Drop Off or Collection Programs (CP)..... ☐
- (B) Certified Community Service Program (SP)..... ☐
- (C) Registered Curbside Program (CS)..... ☐

Please list their names and certification numbers:

2) What material types will be included?

- (A) Aluminum..... ☐
- (B) Glass..... ☐
- (C) Plastic #1 PET..... ☐
- (D) Plastic #2 HDPE..... ☐
- (E) Plastics #3 - #7..... ☐
- (F) Bi-metal..... ☐



3) Do you inspect all materials received at this facility for the presence of out-of-state, rejected or line breakage?

Yes                      No

4) Do you exclude out-of-state, rejected, or line breakage container weights from shipping reports?

Yes                      No

5) Allocated weights contain material obtained from which of the following sources?

(A) Single stream (one container recyclable pick-up) material..... ☐

(B) Refuse (unsorted mixed waste, garbage)..... ☐

(C) Source-separated recyclables (sorted material)..... ☐

(D) Other (describe)

6) Is the unsorted material stored in more than one location? If YES, where?

Yes                      No

7) Is the sorted material stored in more than one location? If YES, where?

Yes                      No

8) Is material from different programs stored together? (Any combination of RC, SP, CP, CS material)

Yes                      No

9) Where is your material sorted?

(A) Your Facility..... ☐

(B) Another Certified Processor (PR)..... ☐

(C) Certified Recycling Center (RC)..... ☐

(D) Material Recovery Facility (MRF)..... ☐

(E) Transfer Station..... ☐

(F) Other (describe)

10) Where is the sorted material sorted if not at your facility?

11) Do you maintain weight tickets for each load of material received from all your program types?

Yes                  No

12) Do you maintain a summary report of all weight tickets for incoming loads?

Yes                  No

13) Do you maintain a weight ticket for every load of material shipped?

Yes                  No

14) Can you provide a summary report of all weight tickets for sorted shipped material?

Yes                  No

15) Do you have a characterization study methodology?

Yes                  No

16) How often do you perform characterization studies?

(A) Number of times (1-10)

(B) Per Day

(C) Per Week

(D) Per Month

(E) Per Year

(F) Other

(G) Never

17) Does your method use the received weight of the material purchased by an entity from you to calculate allocations to the CS, CP, or SP programs?

Yes

No

18) Are the characterization study results used to report to other government agencies?

Yes

No

19) Please describe your characterization study in detail including the process in completing your shipping reports.