

## PLASTIC BEVERAGE CONTAINER VIRGIN AND POSTCONSUMER RESIN REPORT

### CalRecycle 251

#### INSTRUCTIONS

1. Enter reporting period. This should be the previous calendar year, as the data is reported in arrears.
2. Enter the Beverage Manufacturer unique identification number *exactly* as it is registered with CalRecycle. Please note that a separate report must be submitted for each individually registered Beverage Manufacturer with its own unique identification number. Combined reports are not acceptable.
3. Enter the Beverage Manufacturer name *exactly* as it is registered with CalRecycle to ensure that your report is applied to the correct account.
4. Enter the mailing address of the Contact Person listed under #5 where any correspondence should be delivered.
5. Enter the name of the Contact Person who is able to answer questions regarding the reported information.
6. Enter the Contact Person's telephone number.
7. Enter the Contact Person's email address.
8. Enter the amount *in pounds* of plastic beverage containers subject to CRV that were sold or transferred, separated by total amount of virgin plastic resin and postconsumer recycled plastic resin, under the appropriate columns for each resin type (1-7).  
  
Note: If you imported filled containers into California and sold or transferred them in California, you are responsible for obtaining this data from your supplier, to facilitate your ability to report the required data on this report.
9. Enter the City, County, and State in which the report is signed.
10. Sign the report. The report must be signed by the Authorized Representative of the beverage manufacturer.
11. Enter the title of the Authorized Representative.

12. Enter the name of the Authorized Representative who is signing the report.

13. Enter date the report is signed by the Authorized Representative.

14. Enter the email address of the Authorized Representative.

NOTE: Both the Beverage Manufacturer unique identification number and Beverage Manufacturer name can be found in your DORIIS account.