

Dealer Registration and DReaMS Q&A

Why isn't my form being accepted/why can't I submit it?

Look for error messages in **RED** at the top of the page. They will indicate which required sections (marked with an *) were missed or where information was entered incorrectly.

I am still unable to register. I am the new owner of the store.

There can only be one active dealer at an address at a time. If you are the new owner of a store, email dealerservices@calrecycle.ca.gov so staff can close the prior store's account. Once closed, you will be able to register the new store at the address.

How/when do I get my Registration # once I have submitted the form?

Once CalRecycle has verified the information provided and approved your registration, an email will be sent to the signing authority representative within 45 working days of your registration form being submitted. The email will include your Dealer Registration number (DR#) and any additional instructions if applicable.

Why do I have to provide my EIN/SSN?

Per regulations, dealers are required to provide an EIN number to confirm your identity. An SSN is only required if there's no EIN number available and if you are the sole proprietor.

Can all 3 contacts on the registration form (Store Manager/Primary/Secondary) be the same person?

We encourage you to have different contact people. However, yes, they can be the same.

Are dealer registrations required?

Dealers in convenience zones will be required to register once proposed regulations are approved. CalRecycle will reach out to dealers when registrations become mandatory. Prior to the approval, dealer registrations are optional but encouraged.

I am a small dealer, do I need to register?

Depending on the circumstance, you may be required to register:

- All dealers in convenience zones will be required to register regardless of size, once the proposed regulations are approved.
- Small dealers are especially encouraged to register their store.
- Beginning January 1, 2025, unserved and registered dealers that have less than \$1.5 million in annual sales (excluding fuel) or are less than 5,000 square feet in size will be exempt from redeeming in-store or joining a dealer cooperative.
- To declare annual sales and size, dealers will need to register through DReaMS.

Do I need to submit documentation about my sales or store size?

CalRecycle is allowed to request additional information from a variety of sources but is not requesting additional documents unless necessary to complete the initial registration. CalRecycle will reach out to you if any verifying documentation is needed.

Do I put the personal owner of the store or the corporation owner?

If the store is owned by a corporation or partnership, enter the corporation/partnership as the owner. The store owner's information should match the EIN you provided. Currently, we do not need corporate officer or shareholder information. However, you may want to include these types of people as store contacts in the registration.

Is there a registration alternative for filling out a form through DReaMS?

Contact the Dealer Management Section at dealerservices@calrecycle.ca.gov for assistance.

DReaMS's homepage is not loading after I log in. Is it broken?

Please allow up to 2 minutes for DReaMS to load after you log in. The more stores you register with DReaMS, the longer it will take for the application to load.

How do I change the signing authority representative's name or email address at the bottom of the registration form?

The signing authority representative's name and email are tied to the WebPass ID account and cannot be changed. You will need to create a new WebPass ID with the new person's name and email address and contact the Dealer Management Section to update your accounts.

What are the requirements after submitting my registration form?

Yes, all dealers must:

- Post signs at each entrance indicating the nearest Recycling Center or that you redeem in-store. Signs can be downloaded from the [Retailers/Dealers webpage](#).
- If CalRecycle has previously notified you that your store is unserved, you must either continue to redeem in-store, pay the \$100 per day fee (ends January 1, 2025), or join a dealer cooperative (begins January 1, 2025).
 - If you have declared that your unserved store is under \$1.5 million in annual sales or is less than 5,000 square feet, CalRecycle will review your store for exemption and will send you a notice once processed.
- If your large store becomes unserved after your registration, CalRecycle will send you notices regarding your recycling obligation.
- Keep your dealer registration up to date with current information.
- Make an annual declaration, reconfirming the information on your registration.

For additional information or technical assistance on the Dealer Registration and Management System (DReaMS), contact the Dealer Management Section: DealerServices@CalRecycle.ca.gov