



Bag Drop Addition to Recycling Center

Notification to CalRecycle of the addition of a bag drop to a certified recycling center.

Certification Number: RC Effective Date of New Bag Drop: _____

Answer the following questions regarding the new bag drop. Use additional pages if necessary.

a) Describe how you will identify and handle rejected, line breakage, previously baled, and out-of-state materials.

b) Describe how you will handle opened bags, unmarked bags, or loose empty beverage containers.

c) List the electronic methods used to communicate with customers, including websites, smartphone applications, or other electronic means.
If using smartphone applications, specify the name of the platform used and whether the application is made available on a public app store, directly from the app developer, or through another method.

Provide a copy of your smartphone application or website's Terms and Conditions.

d) Describe the method of payment of the refund value within three (3) of the recycling center's business days. Include a description of non-cash forms of payments.

e) Will you charge a bag fee?* Yes No If yes, what is the fee? \$ _____

f) Will you charge a transaction fee?* Yes No If yes, what is the fee? \$ _____

**Bag fees and transaction fees are subject to the restrictions in section 2500.2(c) of Title 14 of the California Code of Regulations*

g) Describe how customer material is uniquely identified.

h) Describe how the recycling center will comply with the consumer daily weight limits.

Will the bag drop have the same hours as the recycling center? Yes No

If yes, skip to signature.

If no, provide bag drop operational hours:

Accepts material 24 hours a day, 7 days a week

If accepting 24/7, skip to signature.

Monday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Tuesday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Wednesday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Thursday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Friday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Saturday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Sunday Hours: Open: _____ am/pm Close _____ am/pm

Or: Open All Day Closed Mondays Same as Staffed RC Hours

Signature

Printed Name

Date

Please email the completed form to Your Certification Specialist or
DORCertFileRoom@CalRecycle.ca.gov

or, Mail to: CalRecycle/Division of Recycling/Certification Unit
1001 I St, MS 9A, Sacramento, CA 95814

This form is provided for your convenience and the included information may be submitted in an alternative format.