

Application for Approval: Covered Electronic Waste Dual Entity

Entities seeking to participate in California's Covered Electronic Waste (CEW) Recycling Program (Program) as approved CEW dual entities (an entity that is both an approved collector and approved recycler) must submit this application form pursuant to Title 14 California Code of Regulations (CCR) sections 18660.11, 18660.12, 18660.13, and 18660.14. Applicants must comply with the applicable Title 22 CCR sections enforced by the Department of Toxic Substances Control (DTSC) in Section VI, below, prior to approval.

This form is best viewed and completed using a portable document format (PDF) reader. Complete the form fields and signature block below using the fillable PDF features or print and sign legibly in permanent ink. Complete, signed application forms and any supporting documentation must be emailed to ewasteapplications@calrecycle.ca.gov. Beginning April 1, 2026, applications and any supporting documentation shall be submitted to CalRecycle using its designated electronic information submittal system, pursuant to 14 CCR section 18660.7(e).

CalRecycle will review applications pursuant to the requirements set forth in 14 CCR section 18660.15. Approval terms are specified in 14 CCR section 18660.16. Approved dual entities seeking to submit changes to information contained in an approved application shall comply with the requirements set forth in 14 CCR section 18660.18. Participants must comply with the requirements in 14 CCR section 18660.20 once the application has been approved.

I. Applicant Information

Organization Name: _____	
☐ New Applicant or	
☐ Application from previously approved participant (CEWID number: _____)	
Check appropriate box:	☐ Information update prior to renewal (see 14 CCR section 18660.18)
	☐ Biennial Renewal (due every two years)
	☐ Reapply (after expiration/denial/revocation)

II. Organization Details

Type	Indicate Supporting Documentation Attached to Application
☐ Individual Doing or Proposing to Do Business Under a Different Name	☐ A copy of any fictitious business name statement being used
☐ Partnership	☐ Current partnership agreement ☐ A copy of any fictitious business name statement being used
☐ California Corporation	☐ Corporate number assigned by the California Secretary of State (SoS) ☐ Articles of Incorporation as filed with the SoS ☐ Name and position of all current corporate officers and directors as filed with the SoS ☐ A copy of any fictitious business name statement being used ☐ Agent for service of process as filed with the SoS
☐ Corporation from a State Other Than California	☐ Approved certificate from the SoS qualifying and authorizing the corporation to transact business in California

Type	Indicate Supporting Documentation Attached to Application
☐ Co-ownership	☐ A copy of any fictitious business name statement being used Provide all owner names:
☐ Local Government Agency	☐ A copy of the authorizing resolution from the governing board
☐ California Limited Liability Company (LLC)	☐ Articles of Organization as filed with the SoS ☐ Statement of Information as filed with the SoS ☐ The name of the current managing member(s) and any operating agreement in effect ☐ Agent for service of process as filed with the SoS ☐ A copy of any fictitious business name statement being used
☐ Limited Liability Company from a State Other than California (LLC)	☐ Certificate from the SoS authorizing the LLC to transact business in California
☐ Non-profit or Charity	☐ Description of Organization ☐ A copy of the appropriate designation documentation, which may include information from the Federal Internal Revenue Service or the State of California Franchise Tax Board confirming tax exempt status

III. Addresses

Type	Address	City	State	Zip
Physical Location				
Mailing				
Operational Records				

IV. Website, Phone Number, and Public Directory

Website: _____ Main Phone Number: _____

All approved Program participants are listed in the [Directory of Approved Collectors and Recyclers of CEW](#) to facilitate CEW transactions. CalRecycle hosts another directory for the general public to [locate e-waste drop-off locations](#).

Please indicate your preference for inclusion in the public directory:

☐ Yes, include us in the online directory, **or**

☐ No, do not include us in the online directory.

V. Authorized Signatories

Authorized Signatory means the person(s) who has authority to legally bind a person, collector, recycler, dual entity, local government, or manufacturer to a contract, pursuant to 14 CCR section 18660.5(a)(5). After each entry below indicate what documents that contact is authorized to sign, as applicable. Attach additional sheets if necessary. At least one Authorized Signatory must be designated as the main contact to communicate with CalRecycle, pursuant to 14 CCR section 18660.11(b)(4).

1-Name:	☐ Main Contact
E-mail address:	Phone Number:
Authorized to sign: ☐ Payment Claims ☐ Net Cost Reports ☐ Other payment related documents and correspondence	
2-Name:	☐ Main Contact
E-mail address:	Phone Number:
Authorized to sign: ☐ Payment Claims ☐ Net Cost Reports ☐ Other payment related documents and correspondence	
3-Name:	☐ Main Contact
E-mail address:	Phone Number:
Authorized to sign: ☐ Payment Claims ☐ Net Cost Reports ☐ Other payment related documents and correspondence	
4-Name:	☐ Main Contact
E-mail address:	Phone Number:
Authorized to sign: ☐ Payment Claims ☐ Net Cost Reports ☐ Other payment related documents and correspondence	
5-Name:	☐ Main Contact
E-mail address:	Phone Number:
Authorized to sign: ☐ Payment Claims ☐ Net Cost Reports ☐ Other payment related documents and correspondence	
6-Name:	☐ Main Contact
E-mail address:	Phone Number:
Authorized to sign: ☐ Payment Claims ☐ Net Cost Reports ☐ Other payment related documents and correspondence	

VI. DTSC Notification of Intent (NOI) and Inspection Requirements

Universal waste handlers must notify DTSC of their intent to handle electronic devices, including CEW, and report on those activities annually to be authorized to receive material. (See 22 CCR, Chapter 23). Information on notifications may be viewed on [DTSC's Electronic Hazardous Waste webpage](#). CEW recycler applicants seeking to participate in the Program must provide proof of DTSC inspection or inspection request pursuant to 14 CCR section 18660.13(a)(3)(B)(1). DTSC may be contacted for assistance at electronicwaste@dtsc.ca.gov. Compliance with all applicable DTSC regulations is solely the responsibility of the applicant. Failure to comply with DTSC requirements will result in application denial.

Business Name*: _____
Notice of Intent (NOI) Date: _____
*Provide business name as it appears in the DTSC NOI.

Dates	DTSC Requirements
NOI Date: _____	☐ Applicant notified DTSC 30 days prior to accepting CEW.
Inspection Date (or date of request): _____	☐ Copy of inspection report provided by DTSC dated within the past 12 months attached; or ☐ Copy of request for inspection sent to DTSC, attached. (CalRecycle will review the remainder of the application and withhold approval until the DTSC inspection is completed and the facility found to be in conformance.)

VII. CDFA Weighmaster Requirements

Pursuant to 14 CCR section 18660.21(k)(1), CEW recyclers must be equipped with scales and be a licensed weighmaster in accordance with Chapter 7 (commencing with Section 12700) of Division 5 of the Business and Professions Code to participate in the Program. Visit the California Department of Food and Agriculture's (CDFA) [Division of Measurement Standards Weighmaster E-Waste Program](#) webpage for more information.

Date	CDFA Requirement
Date Issued: _____	☐ Copy of Weighmaster license issued by CDFA's Division of Measurement Standards attached.

VIII. Certification Requirements

The applicant shall initial below to indicate the facility at the NOI address meets the following standards pursuant to 14 CCR section 18660.13(a)(3).

Initial	Certification Requirements
_____	Applicant is in compliance with DTSC's minimum standards for managing hazardous and universal waste set forth in Chapters 12, 14, 15, 16, 20, 22, and 23 of Division 4.5 of Title 22 of the California Code of Regulations.
_____	The facility is accessible during normal business hours for unannounced inspections by state or local agencies.
_____	The facility has, and certifies, compliance with a health and safety plan.
_____	The facility has, and certifies, compliance with an employee training plan.
_____	The facility has, and certifies, compliance with an environmental compliance plan.
_____	The facility meets or exceeds the standards specified in Chapter 1 (commencing with Section 1171) of Part 4 of Division 2, Division 4 (commencing with Section 3200), and Division 5 (commencing with Section 6300) of the Labor Code.

IX. Collection Activities

Type(s) of California sources from which CEW will be recovered (check all that apply)

☐ Households ☐ Businesses ☐ Other Collectors ☐ Other (specify): _____

Type(s) of CEW that may be recovered (check all that apply)

☐ Cathode ray tube (CRT)-Containing CEW.
☐ Non-CRT-Containing CEW.
☐ Battery-embedded product CEW Anticipated recovery start date: _____
[Note that battery-embedded CEW is not eligible for recovery payments unless it is collected after January 1, 2026, pursuant to PRC section 42478(b)(2)]

Other Collection Activities

Intent to recover/collect/accept CEW from non-California sources: ☐ No, we will <u>not</u> recover/collect/accept CEW from non-California sources, or ☐ Yes, we will recover/collect/accept CEW from non-California sources.

X. CEW Cost Free Collection Opportunities

Entities seeking to participate in the Program as approved CEW collectors must establish at least one cost-free and convenient opportunity to recycle CEW, pursuant to PRC section 42476(f)(3). Attach additional sheets if necessary.

Location (If applicable, provide address)	Types of Cost-Free Collection Opportunities	Additional Information (e.g., Cost-Free Days and Hours of Operation)
	☐ Permanent Drop-off ☐ Temporary Collection Event ☐ Pick-up at Source/Curbside ☐ Other: _____	Cost-Free Days: Hours of Operation:
	☐ Permanent Drop-off ☐ Temporary Collection Event ☐ Pick-up at Source/Curbside ☐ Other: _____	Cost-Free Days: Hours of Operation:

XI. Collector Certification Statements and Authorized Signatory's Signature

The undersigned collector agrees under penalty of immediate revocation of approval and denial of recovery payments that as an approved collector:

- I shall make reasonable efforts to ensure that any CEWs for which payment is claimed originate from a California source.
- I shall provide free CEW collection to California sources if the payments I receive from recyclers fully cover the net cost of collection, transportation and charges paid to the recycler.
- I shall operate in compliance with the requirements of this Chapter [14 CCR, Division 7, Chapter 8.2], the Act [PRC sections 42460 through 42486], and with all applicable local, state, and federal regulatory provisions.
- I shall establish a cost-free CEW collection opportunity for California sources.
- I have read and understand the requirements set forth in the statutes and regulations governing this program.

The undersigned collector certifies under penalty of perjury under the laws of the State of California that the information provided herein is true and correct and that the undersigned has the authority to legally bind the collector to the terms and requirements of the application.

Authorized Signatory's Printed Name:
Authorized Signatory's Signature:
Date Signed:
Location of Application:

XII. Recycling Activities

Cancellation is defined in 14 CCR Section 18660.32. It refers to a processing or treatment method that dismantles or destroys the original CEW and results in treatment residuals, which qualifies CEW for recycling payments and removes the CEW from the payment system, eliminating the possibility of double payments.

CEW Recycling Methods (14 CCR Section 18660.32(c)) used (or intended to be used)

- ☐ CRT or CRT-containing CEW cancellation through dismantling to a bare CRT after relieving the vacuum.
- ☐ Non-CRT-containing CEW cancellation through dismantling to a bare panel.
- ☐ Battery-embedded CEW cancellation.
- ☐ Alternative cancellation method approved by CalRecycle per 14 CCR Section 18660.32 Date the alternate cancellation method was approved: _____

Type(s) of CEW that may be cancelled (check all that apply):

- ☐ CRT-Containing CEW.
 - ☐ Non-CRT-Containing CEW.
 - ☐ Battery-embedded product CEW
Anticipated cancellation start date: _____
- [Note that battery-embedded CEW is not eligible for combined recovery and recycling payments unless it is collected and cancelled after January 1, 2026, pursuant to PRC section 42478(b)(2)]

Other Recycling Activities

Describe the source(s) of CEW.
Estimated percentage of cancelled CEW expected to originate from inside of the State of California annually: ____%.
Estimated percentage of cancelled CEW expected to originate from outside of the State of California annually: ____%.

XIII. Recycler Certification Statements and Authorized Signatory's Signature

The undersigned recycler agrees under penalty of perjury and of immediate revocation of approval and denial of recycling payments, that as an approved recycler:

- I shall fully reimburse an approved collector for all CEWs transferred at the rate specified in this Chapter (14 CCR Section 18660.33) within 90 days.
- Notwithstanding the allowances contained in Section 18660.6(d) of this Chapter, I shall not adjust fees, charges, or other contract provisions upward for the purpose of negating the recovery payment to approved collectors.
- I shall provide free CEW recycling by accepting without charge CEWs from approved collectors if the payment from CalRecycle fully covers the net cost of the CEW recycling.
- I shall operate in compliance with the requirements of this Chapter [14 CCR, Division 7, Chapter 8.2], the Act [PRC sections 42460 through 42486], and with all applicable local, state, and federal regulatory provisions.
- I have read and understand the requirements set forth in the statutes and regulations governing this program.

The undersigned certifies under penalty of perjury under the laws of the State of California that the information provided herein is true and correct and that the undersigned has the authority to legally bind the recycler to the terms and requirements of the application.

Authorized Signatory's Printed Name:
Authorized Signatory's Signature:
Date Signed:
Location of Application:

XIV. Payee Data Record

A completed Payee Data Record (STD 204) is required when receiving payment from the State of California. This form is required as part of a recycler's application for approval to participate in the Program.

☐ Payee Data Record (STD 204) with a signature from an Authorized Signatory listed in Section IV, attached.
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Program Contact Information

Questions regarding Program applications may be directed to CalRecycle staff:

Email: ewasteapplications@calrecycle.ca.gov

Phone: (916) 341-6269

Additional information is available on CalRecycle's [CEW Recycling Program webpage](#).