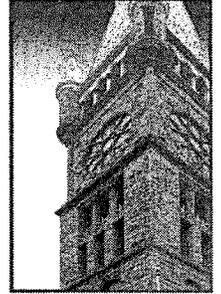


Department of Parks and Recreation

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Tel: (570) 348-4186
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SCRANTON

January, 2019

TO: All Scranton Commercial Businesses/Institutions

FROM: City of Scranton Department of Parks and Recreation
Thomas Lynch, Recycling Coordinator

It's that time of the year again for all businesses and institutions located in the City of Scranton to complete the enclosed recycling report and return to the City. Please fill out this report and return it **AS SOON AS POSSIBLE**.

According to City of Scranton Ordinance #45 of 2016; and the Pennsylvania Municipal Waste Planning, Recycling, and Waste Reduction Act of 1988 (Act 101), it is required by law that all businesses, institutions and commercial establishments must recycle (at a minimum) the following items and report their weights to their municipality each year:

- Cardboard
- Office paper
- Aluminum cans
- Leaf waste

Please report these items and anything else you may recycle on the enclosed form. For example, many businesses, office buildings and institutions recycle more than these mandated items including commingled bottles and jars, single stream, mixed paper, newspaper, batteries, motor oil, food renderings, metals, fluorescent bulbs and may other materials.

All reporting forms must be complete and signed by your hauler, broker, market or recycling center where your recyclables are collected or processed. You can also attach weight slips, or have your hauler or market provide a summary of what is recycled on their letterhead.

We sincerely thank you in advance for your cooperation. We are available to assist you if you need help in completing this form or if you have any recycling questions.

Please call 570-348-4165 if you need assistance

RECYCLING REPORT MUST BE SIGNED BY HAULER