Multifamily Annual Recycling Compliance Report

All multifamily properties in Takoma Park are required to facilitate recycling at their property. City Code, Chapter 10, Section 10.12.030 B requires multifamily properties that do not receive City collection to file an annual report certifying compliance by July 1 of each year.

Multifamily Building Name: ____________________________________________________________
Street Address of property: ____________________________________________________________
____________________________________________________________
License Number: _____________________________
Number of Rental Units: ____________

OWNER INFORMATION:

Name: _____________________________________________________________________________
Mailing Address: _____________________________________________________________________
Daytime Telephone: _______________________________
Email Address: _______________________________________________________________________

PROPERTY MANAGER INFORMATION

Name: _____________________________________________________________________________
Mailing Address: _____________________________________________________________________
Daytime Telephone: _______________________________
Email Address: _______________________________________________________________________

RECYCLING COLLECTION INFORMATION

Who provides recycling collection at this facility? ☐ Private Hauler ☐ Owner or Agent Haul

- If Private Hauler provide the following information:

<table>
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<tr>
<th>Company Name</th>
<th>Company Address</th>
<th>Contact Number</th>
<th>Contract Number (if any)</th>
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Note: Use a separate line for different hauling company
• If Owner/Agent Self haul
  
  Can you provide 12 months of receipts from the receiving processing facility?  ☐ Yes  ☐ No

How frequently is recycling collected?
☐ Once a week  ☐ Daily  ☐ Other – please define ______________________________

Is the Recycling Notice Posted where recycling bins are located?  ☐ Yes  ☐ No

How many containers are available in the waste area for tenants to place recycling?  ______________________

What containers are used to store recycling?  ☐ Bins  ☐ Carts  ☐ other: __________________________

Certification

I hereby affirm that I am either the owner of the above referenced property or am authorized to act on behalf of the owner and that all of the information contained herein is true and correct to the best of my knowledge. I certify that I am in compliance with Chapter 10.12 of the City Code.

____________________________  ______________________________
Signature  Date

____________________________  ______________________________
Name (Print)  Title

The completed annual compliance report must be submitted to the City of Takoma Park, Public Works Department, 31 Oswego Avenue, Silver Spring, MD 20910