



BOROUGH OF CARLSTADT

Recycling Committee

500 Madison Street / P.O. Box 466

Carlstadt, New Jersey 07072

January 10, 2018

Dear Owner/Market/Hauler

The Borough of Carlstadt is in the process of preparing the Annual Tonnage Report detailing all of the mandated recycled products generated within the Industrial and Residential sectors of Carlstadt.

This tonnage information is mandated by the State of New Jersey's Department of Environmental Protection Office of Recycling and is due in Trenton on or before April 30, 2018.

Please supply this office with a report of any material collected/recycled by your Company from January 1 thru December 31, 2017. The only documentation acceptable by the State is as follows:

- 1. Name of recycled material.**
- 2. Location originated/collected from.**
- 3. Recycling market delivered to for processing.**
- 4. If your company handled concrete/asphalt, wood scraps, stumps and tires include the following:**
 - a. Was the material recycled at an acceptable "Class B" Recycling Facility?**
___ Yes/No.
 - b. If facility is registered or pending, indicate the NJDEPE "Class B" Permit Number**
_____.
- 5. The above information should be put on your Business or Company letterhead with tonnage totals and signed by principal Owner or Department Head.**

Please fax or mail your reply by April 1st. Our fax number is (201) 939-2349.

Any further assistance needed, please call (201) 939-2857. Your anticipated cooperation is greatly appreciated.

Yours truly,

Paul Ritchie

Recycling Coordinator

PR:mb