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**This Survey is for Residential/Commercial Facilities**

Thank you for completing this survey. The information you provide for your company is crucial to monitoring the Darke County Solid Waste Management District’s progress towards achieving Ohio’s recycling goals. Your information will be combined with information submitted by other businesses and used to calculate the amount of material commercial businesses recycled in the Darke County Solid Waste Management District and Ohio in 2014. Your company’s survey response **will not** be reported individually; all data will be summarized by the North American Industry Classification System (NAICS) category.

For assistance completing this form or any questions related to the survey, please contact Krista Fourman, the Darke County Solid Waste Management District’s Director, at kfourman@co.darke.oh.us or (937) 547-0827.

**Please complete and submit this survey no later than March 31, 2015.**

**Options for Returning the Completed Survey**

• Email directly to Krista Fourman at kfourman@co.darke.oh.us, Subject Line: 2014 Commercial Survey

• Fax to (937) 547-1496, Attention: Krista Fourman

• Mail to Krista Fourman at 603 Wagner Avenue, Suite C, Greenville, Ohio 45331

**Instructions for Table A:**

Please provide all information requested in ***Table A*** below. Even if your business does not currently recycle or is unable to report quantities of materials recycled, please complete ***Table A***. Doing so will allow the Darke County Solid Waste Management District to contact you in the future to discuss your recycling needs.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Table A: Company Information** | | | | | |
| Name: | | County: | | Store I.D. | |
| Address: | | City: | | | Zip: |
| Contact Person: | | Title: | | | |
| Email: | | Telephone Number (include area code): (       ) | | | |
| Primary NAICS: | Secondary NAICS: | | Number of full-time employees: | | |
| Provide the name(s) of your recycling hauler, processor and/or broker: | | | | | |
| Would you like to be contacted by your local solid waste management district for recycling assistance?  Yes  No | | | | | |

**Instructions for completing Table B:**

***Table B*** provides a list of common materials that are recycled by commercial businesses in Ohio. Please indicate the unit of each quantity of material that is reported (pounds, tons or cubic yards). Provide any comments related to each material as necessary. Please do not report any liquid waste, hazardous waste or construction & demolition debris.

The list in ***Table B*** is not all-inclusive. If your business recycles a material that is not listed in ***Table B***, please enter the name and quantity of that material on a line labeled **“Other.”** Some materials may not apply to your operation. Some of the listed materials are broad categories. For example, “Plastics” includes plastics #1-7, plastic films etc. Please refer to the ***“Materials Cheat Sheet”*** attached to this document for examples of materials and definitions.

If you do not currently track this information internally, your solid waste hauler or recycling processor may be able to provide it upon request. The Darke County Solid Waste Management District may also be able to provide you with assistance.

|  |  |  |  |
| --- | --- | --- | --- |
| **Table B: Quantities of Recycled Materials** | | |  |
| **Recyclable Material Category** | **Amount Recycled in 2014** | **Units** | **Comments** |
| Lead-Acid Batteries |  | lbs. tons  yd3 |  |
| Food |  | lbs. tons  yd3 |  |
| Glass |  | lbs. tons  yd3 |  |
| Ferrous Metals |  | lbs. tons  yd3 |  |
| Non-Ferrous Metals |  | lbs. tons  yd3 |  |
| Corrugated Cardboard |  | lbs. tons  yd3 |  |
| All Other Paper |  | lbs. tons  yd3 |  |
| Plastics |  | lbs. tons  yd3 |  |
| Textiles |  | lbs. tons  yd3 |  |
| Wood |  | lbs. tons  yd3 |  |
| Rubber |  | lbs. tons  yd3 |  |
| Commingled Recyclables (Mixed) |  | lbs. tons  yd3 |  |
| Yard Waste |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |
| Other: |  | lbs. tons  yd3 |  |

|  |
| --- |
| **Table C: Please provide any additional information, comments, suggestions, questions etc.** |
|  |

Thank you again for taking the time to complete this survey. Please contact Krista Fourman with any questions.

Krista Fourman, Director

Darke County Solid Waste Management District

Phone: (937) 547-0827, ext. 201

Email: kfourman@co.darke.oh.us

**Materials Cheat Sheet**

**Food**

* Compostable food waste
* Food donations

**Glass**

* Bottles (any color)
* Jars

**Ferrous Metals**

* Mild Steel
* Carbon Steel
* Stainless Steel
* Cast Iron
* Wrought Iron

**Non-Ferrous Metals**

* Aluminum
* Copper
* Brass
* Silver
* Lead
* Misc. Scrap Metals

**All Other Paper**

* Office paper
* Paperboard
* Newspapers
* Folders
* Telephone Books
* Magazines
* Catalogs
* Junk Mail

**Plastics**

* Plastics #1-7
* Plastic Bottles
* Plastic Jugs
* Shrink Wrap
* Plastic Films
* Coat Hangers

**Textiles**

* Fabrics
* Clothes
* Carpet

**Wood**

* Bark
* Woodchips
* Sawdust
* Scrap Wood
* Shipping Pallets
* Boards

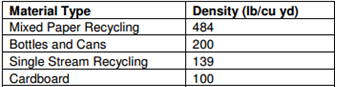
**Commingled Recyclables**

* This is a mix of several different materials that are placed into one container and hauled for recycling. It can include all or a combination of the materials listed above.

**Examples of materials that fall under “Other”**

* Appliances
* Household Hazardous Waste
* Used Motor Oil
* Electronics
* Scrap Tires
* Dry Cell Batteries
* Any other solid waste that is recycled at your facility

**Estimating recycling tonnages** – if you are not able to obtain exact tonnages of materials recycled, there are numerous ways to estimate the amount of material recycled in any given year. Below are some common conversion factors that may assist you with your estimations:



* (size of container (in cubic yards) X number of collections per month X 12) X density (see table above) = Total Pounds per Year
* 2,000 pounds = 1 ton

For more assistance, contact your solid waste management district.