



**CITY OF SAN DIEGO  
ENVIRONMENTAL SERVICES DEPARTMENT**



**CITY RECYCLING ORDINANCE  
Recycling Reporting Form**

This form must be completed and submitted to the Environmental Services Department when a business owner or property manager self-hauls recyclable material generated by their business to a recycling facility or hires a non-certified recyclable material collector to haul recyclables. **This form does not need to be completed if your recycling is done by a franchised waste hauler or certified recycler.**

Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_  
(No P.O. Boxes) City State Zip

Mailing Address: \_\_\_\_\_  
(if different) City State Zip

Business License # \_\_\_\_\_ ( ) Phone ( ) Fax

Contact name \_\_\_\_\_ E-mail \_\_\_\_\_

Type of Business:     Professional Office     Retail     Manufacturer     Restaurant / bar  
                                   Multi-family Complex     Hotel / motel     Other: \_\_\_\_\_

Name of trash service provider: \_\_\_\_\_

**Recycling Containers:** describe type (dumpster, toter), size/volume (3 cu yd, 96 gal, etc.), how many, and how often collected.

Type	Size	Number	Collection frequency	Type	Size	Number	Collection frequency

List name and number of recycling service providers for all recycled materials. Attach additional sheet if necessary.

Material	Collector	Phone	Material	Collector	Phone
Cans		( )	Scrap metal		( )
Plastic bottles/jars		( )	Wood pallets		( )
Glass bottles/jars		( )	Other:		( )
Paper		( )	Other:		( )
Cardboard		( )	Other:		( )

I declare that I have read the foregoing document and that the facts stated herein are true to the best of my knowledge and that I have reviewed San Diego Municipal Code Section 66.0715 and will comply with all requirements therein.

Signature of Owner and/or Representative \_\_\_\_\_ Date \_\_\_\_\_

Name (please print) \_\_\_\_\_ Title \_\_\_\_\_

Return form to: **Environmental Services Dept, Attn: CRO Recycling Report, 9601 Ridgehaven Ct, Ste 320, San Diego, CA 92123-1636** or fax to **(858) 492-5089**.