

INSTRUCTIONS FOR COMMERCIAL RECYCLING REPORT

In-home businesses: Return one (1) copy to the Upper Moreland Township Recycling Coordinator by January 15th. Please fill out the top of the form and make a note “in-home business”. This will alleviate any further reporting.

Commercial, Industrial, Institutional, Apartment Complexes and Residential Communities:

1. If you do not generate any recycling, please fill out the top of the form and note “None generated”.
2. If recycling is taken home for residential pick-up, please fill out the top of the form and note “taken home”.
3. Under tons/lbs. it is okay to instead list volume (size) of container and frequency of collection **or** to estimate the weight.
4. Only one (1) report will be required. Forms will be sent out in December to be filed and returned in January for the previous year.
5. If you are a tenant and the landlord handles the recycling, put this on the form along with your information on the top of the form.
6. If you are a landlord and the tenant handles the recycling, put this on the form along with the tenant’s name. You must still return the form with the top filled out.



UPPER MORELAND TOWNSHIP COMMERCIAL RECYCLING REPORT

NAME OF BUSINESS/ESTABLISHMENT _____

CONTACT PERSON _____

STREET ADDRESS _____

CITY _____ STATE PA ZIP _____

PHONE # _____ FAX # _____

E-MAIL (Optional) _____

WHO PRESENTLY COLLECTS YOUR TRASH?

NAME OF COLLECTOR _____

CONTACT PERSON _____

STREET ADDRESS _____

CITY _____ STATE PA ZIP _____

PHONE # _____ FAX # _____

WHO PRESENTLY COLLECTS YOUR RECYCLABLES? (Newspaper, cardboard, aluminum cans, glass)

NAME OF COLLECTOR _____

CONTACT PERSON _____

STREET ADDRESS _____

CITY _____ STATE PA ZIP _____

PHONE # _____ FAX # _____

Tons/Lbs or Volume (gallons or cubic yards) and frequency of pickup

ALUMINUM/GLASS* _____ PAPER _____

*Weight slips must accompany if marketed.

LEAF WASTE _____ Cu. Yds. _____ Tons