



# DEPARTMENT OF CONSERVATION

## DIVISION OF RECYCLING - INVESTIGATIONS BRANCH

801 K STREET • MS 15-52 • SACRAMENTO, CALIFORNIA 95814

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December 17, 2007

To: All Certified Processors and Recycling Centers

Subject: Authorization to Cancel

Pursuant to the California Code of Regulations (14CCR) Section 2110(b), all processors who authorize recyclers and other processors to cancel beverage container material on their behalf must have a current written authorization approved by the Division of Recycling (Division) for each material type. An authorization to cancel is effective for a period not to exceed one year and must be renewed each year. A copy of the authorization must be submitted to the Division at least 12 days prior to the effective date.

The authorization to cancel must include all of the following information:

- The dates during which it shall be in effect.
- The certification numbers of both the recycling center or other processor and the authorizing processor.
- The material type which the recycling center or other processor is being authorized to cancel.
- The method of cancellation.
- The manufacturer and model number of the equipment being utilized to cancel the material, if applicable.
- The manner by which the processor verified that the equipment is properly functioning.

Recyclers that are physically cancelling beverage container material, delivering out of state, or delivering to a location of end use must ensure that they have a current authorization to cancel from the processor responsible for paying California Refund Value for the material.

Division staff will be visiting processors and recyclers to verify compliance with these requirements. Improper processing of materials may result in, but is not limited to, civil penalties or denial of CRV payment.

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The attached Authorization to Cancel form may be used to assist processors in providing the required information. This form is also available on the Department of Conservation, Division of Recycling website at the following link:

<http://www.consrv.ca.gov/dor/crcp/processors/Pages/cancelrequest.aspx>

Processors may also continue to use their own authorization to cancel forms if the required information is included.

All authorizations to cancel may be sent to Lee Beatty via e-mail at [Lee.F. Beatty@conservation.ca.gov](mailto:Lee.F.Beatty@conservation.ca.gov) , faxed to (916) 324-5074, or mailed to the following address:

Department of Conservation  
Division of Recycling  
Investigations Branch  
Attn: Lee Beatty  
801 K Street, MS 15-52  
Sacramento, CA 95814-3533

Please contact Lee Beatty at (916) 324-0776 if you have any questions regarding these requirements.

Sincerely,

Dennis P. Stone, Chief  
Investigations Branch

Attachment



## Authorization to Cancel

Name of Authorizing Processor: \_\_\_\_\_

Certification number of Authorizing Processor: \_\_\_\_\_

Name and certification number of recycling center(s) or other processor(s) being authorized to cancel:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Effective date of authorization: \_\_\_\_\_

End date of authorization: \_\_\_\_\_

Material Type

Method of Cancellation

Aluminum: \_\_\_\_\_

Glass: \_\_\_\_\_

Plastic #1: \_\_\_\_\_

Plastic #2: \_\_\_\_\_

Plastic # : \_\_\_\_\_

Name and model number of equipment used by the authorized recycling center to cancel material: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Manner by which the processor verified that the equipment used to cancel material is properly functioning: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Processor representative: \_\_\_\_\_

Date/Signature of Processor representative: \_\_\_\_\_

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