

December __, 2012

TO: Recyclers and Recycling Haulers

FROM: Municipality

SUBJECT: 2012 Recycling Haulers and Customers Verification Report

Enclosed you will find the **Municipality Recycling Hauler and Customer Verification Report** form for the year ending December 31, 2012. If available, you may use your in-house report to the extent that it provides the same information. Please report by customer the quantity of materials recycled.

ALL INFORMATION RECEIVED IS KEPT STRICTLY CONFIDENTIAL. You must keep copies of weight records on file for a period of not less than 5 years. These records may be subject to inspection.

Please note there is a section for residue percentage rates. This figure should represent the average amount(s) of contamination you receive when collecting various materials from your customers. Your processor should be able to provide an average for your materials, if this information is not currently available to you. By providing these rates now, you will eliminate the need for us to contact you later.

If you need assistance or have any questions please feel free to call me at (610) - . Thank you for your participation and cooperation.

Sincerely,