



# RECYCLABLES HAULER REPORT

Reports are due by the 15<sup>th</sup> day of January, April, July and October.  
 Reports must be submitted even if no activity occurred during the quarter.  
 Reporting questions? Contact RecycleSmart 231-995-6075.

Submit reports to RecycleSmart  
 2650 Lafranier Rd. • Traverse City, MI 49686  
 T: 231-941-5555 F: 231-929-7226 • [recyclesmart@grandtraverse.org](mailto:recyclesmart@grandtraverse.org)

Date		Contact Person	
Company		Contact Phone	

YEAR	Collection Period – Check One		
<input type="checkbox"/> 1 <sup>st</sup> Quarter Jan/Feb/Mar	<input type="checkbox"/> 2 <sup>nd</sup> Quarter Apr/May/Jun	<input type="checkbox"/> 3 <sup>rd</sup> Quarter Jul/Aug/Sep	
<input type="checkbox"/> 4 <sup>th</sup> Quarter Oct/Nov/Dec – include example of promotional materials with report			

**Instructions:**

- ① Write the name of the material recovery facility where the recyclables were delivered.
- ② Record the amount of recyclables hauled to each designated facility. Separate the amount by category type – commercial, residential, industrial/other. Enter “0” when no activity occurred.
- ③ Check the box that describes the unit of measure for the amount entered on the form.
- ④ Check the box to identify whether the material was hauled loose or in a compactor truck (compacted).
- ⑤ Check the box that describes how the material was collected.

Definitions:

Single stream – paper, cardboard, plastics, metals and glass are collected mixed together

Dual stream – paper/cardboard is separated from plastics, metals and glass.

Single material – only one material is hauled for example, only cardboard, only metals, etc. Please identify the type of material recycled.

RECYCLABLES	Designated Facility Name	Residential		Commercial		Industrial/Other	
		② Amt.	<input type="checkbox"/> cubic yards <input type="checkbox"/> pounds <input type="checkbox"/> tons <input type="checkbox"/> other ③  <input type="checkbox"/> loose ④ <input type="checkbox"/> compacted  <input type="checkbox"/> single stream <input type="checkbox"/> dual stream <input type="checkbox"/> single material – please specify ⑤	② Amt.	<input type="checkbox"/> cubic yards <input type="checkbox"/> pounds <input type="checkbox"/> tons <input type="checkbox"/> other ③  <input type="checkbox"/> loose ④ <input type="checkbox"/> compacted  <input type="checkbox"/> single stream <input type="checkbox"/> dual stream <input type="checkbox"/> single material – please specify ⑤	② Amt.	<input type="checkbox"/> cubic yards <input type="checkbox"/> pounds <input type="checkbox"/> tons <input type="checkbox"/> other ③  <input type="checkbox"/> loose ④ <input type="checkbox"/> compacted  <input type="checkbox"/> single stream <input type="checkbox"/> dual stream <input type="checkbox"/> single material – please specify ⑤
①							
①							

Revised August 2018