



Nonresidential Solid Waste Reduction Reporting Form

Calendar Year 2005

Submit by March 1, 2006

Please answer all questions using the most accurate information available. If measurements are not available, provide carefully prepared estimates below. This information is required to meet reporting requirements adopted pursuant to Titles 10.1-1411 and 15.2-939, Code of Virginia and Chapter 10, Article IV, Section 10-26 through Section 10-30, James City County Code. **You can return this completed form with your business license application or mail to James City County Recycling Office: 1204 Jolly Pond Road, Williamsburg, VA 23188 or fax to the County Recycling Office at (757) 565-1947. Thank you for recycling.**
FILE ONLINE!! www.jccegov.com

I. Name of Business _____ Name of Contact Person _____
 James City County Address _____ Zip Code _____
 E-Mail _____ Number of Employees _____
 Type of Business _____ Phone No. _____
 Recycling program at business YES NO
 (If YES, complete applicable sections. If NO, STOP HERE AND RETURN FORM.)

II. If a management firm is responsible for your recycling program, or if you recycle in a cooperative with another business, list the management firm or business and address.

III. PRINCIPLE RECYCLABLE MATERIALS

Recycled Waste Type	Amount (tons)	Recyclables are collected by or sent to:
(A) Aluminum		
(B) Auto Bodies		
(C) Other Ferrous Metals		
(D) Newspapers		
(E) Corrugated Cardboard		
(F) Other Cardboard		
(G) Office Paper		
(H) Other Paper Products		
(I) PETE #1 Plastics		
(J) HDPE #2 Plastics		
(K) Mixed #1 & #2 Plastics		
(L) Other Plastics		
(M) Glass Containers		
(N) Other Glass		
(O) Used Oil		
(P) Cloth		
(Q) Aboreal Materials (brush, leaves, grass)		
(R) Total in Tons		

CONVERSION TABLE FOR ESTIMATE PURPOSES

Office Paper	1 cu yd	400 lbs	.20 tons
Newspaper	1 cu yd	600 lbs	.30 tons
Cardboard	1 cu yd	300 lbs	.15 tons
Glass	1 cu yd	1,000 lbs	.50 tons
Mixed plastic	1 cu yd	30 lbs	.015 tons
Oil	10 gal	74 lbs	.037 tons

To convert pound to tons:

Number of pounds/2,000 = _____ tons

Example:

A 4 cu yd container of cardboard is collected weekly. To estimate tons per year:

$$1 \text{ cu yd} = .15 \text{ tons of cardboard}$$

$$4 \times .15 = .60 \text{ tons}$$

$$.60 \times 52 \text{ weeks} = 31.2 \text{ tons/year}$$

Adapted from: National Recycling Coalition Measurement Standards and Reporting Guidelines. Washington State, Ecology, June 1991. Revised 5/20/93 by Virginia Department of Environmental Quality (DEQ).

