

Sample "c7" Notification for Municipalities

This form may be used when used electronics are collected by a municipality and subsequently sent to a recycler or dismantler that has a c7 notification on file with NYSDEC. This form should be submitted before the first used electronics collection event. An updated form should be resubmitted if information on the form changes.

Date: _____

To: Waste Determination and Analysis Section
Bureau of Hazardous Waste Regulation
Division of Solid & Hazardous Materials
New York State Department of Environmental Conservation
625 Broadway, Albany, NY 12233-7251

Please be advised that

(Agency name)

(Event street address; attach a list if events will be held at multiple locations)

intends to use the scrap metal exemption of 6 NYCRR 371.1(g)(1)(iii)(b) for certain used computer monitors, peripherals, central processing units, or other used electronics items that will be collected from _____,

(Describe type of customers - household, CESQG's, etc.)

sorted, packaged, _____,

(Described any additional handling that the agency will take)

and shipped from the above address to:

(Dismantler or Recycler Company Name)

(Dismantler or Recycler Address)

where the items will be dismantled, with scrap metal pieces obtained during the dismantling routed to _____

(Name of scrap metal recycling company who will receive the scrap metal pieces)

(Address of scrap metal recycling company)

Please contact _____

(Print name and title of municipal or event host's representative)

at _____ if you have any questions.

(Phone number)

Sincerely,

(Signature of municipality or host's representative)

Mail or fax the completed notification form to the address listed above, or fax to (518) 402-9024 Attn: Waste Determination and Analysis Section.

Please call (518) 402-8633 if you have any questions about how to complete this form.