



January 24, 2024

ATTN: Solid Waste or Recycling Companies

RE: CY2023 Recycling and Refuse Report

Section 22-169(b) of the Prince William County Code requires all companies that manage solid waste or recyclable materials within the County's limits to annually report their recycling activities to the Department of Public Works, Solid Waste Division for the previous calendar year.

Please complete and return the report for Calendar Year 2023 by February 15, 2024. All forms must be completed in Adobe PDF and submitted via the Submit button at the end of the form. Additional forms are available on the County's website at: <https://www.pwcva.gov/businessrecycling>.

The structure of this year's form is similar to the one used last year. Section A includes contact information; Section B is for recycling collection activity; Section C is for other materials recycled or reused; Section D is for construction and demolition waste; and Section E is for solid waste. Include in this report only those materials managed in **Prince William County, including the incorporated towns of Dumfries, Haymarket, Occoquan, and Quantico**. Do not include materials managed within the independent cities of Manassas or Manassas Park; report activities directly to these localities. A list of County ZIP codes for which data should be reported appears on page 2.

All information reported should be based on actual weights whenever possible. Estimates are acceptable if the volume-to-weight conversions provided in Attachment 1 on page 7 are used.

How and Where to Submit Completed Forms: return the report via PDF submission no later than February 15, 2024. After you complete all entries, click the Validate button at the bottom of the form to ensure all required fields are complete. Once validation passes, click the Submit button to send the form to pwcrecycles@pwcgov.org.

If you have any questions regarding this report, please contact the Solid Waste Division at (703) 792-4670.

Thank you for your cooperation,
Solid Waste Division

Enclosure: *Calendar Year 2023 Recycling & Refuse Hauler Collection Form*

ADDITIONAL INSTRUCTIONS FOR COMPLETING REPORT

Who Needs to Complete this Report?

Businesses or organizations that collect, process, or manage solid waste or recyclable materials (including backhauling) within Prince William County, excluding the independent cities of Manassas or Manassas Park. The report must be signed by a responsible official of the business or organization.

How do I know if I Transported Materials within Prince William County?

Please refer to the list below to determine locations within Prince William County. The ZIP Codes on the left are entirely located within Prince William County, and the ZIP Codes on the right are partially located within Prince William County.

<i>ZIP Codes Entirely Located in Prince William County</i>		<i>ZIP Codes Partially in Prince William County</i>
<u>ZIP Code</u>	<u>Location</u>	<u>ZIP Code 20110 (Manassas) Ranges in Prince William:</u>
20109	Manassas, Sudley	— George Mason Cir. (all)
20112	Manassas, Hoadly	— Freedom Center Blvd. (all)
20136	Bristow	— 9220 Godwin Dr.
20137	Broad Run	— University Blvd. (all)
20143	Catharpin	— Innovation Dr. (all)
20155	Gainesville	— Liberia Ave. (#9399, 9401, 9405, 9471, 9501, 9511, 9655, 9665, 9695, 9705, 9715, 9725, 9735, 9745, 9775 & 9845 only)
20169	Haymarket	
20181	Nokesville	
22025	Dumfries	— Pennsylvania Ave. (all)
22026	Dumfries	— Piper Ln. (all)
22125	Occoquan	— Residency Rd. (all except #10221A, 10227, 10599, & 10351)
22134	Quantico	
22172	Triangle	<u>ZIP Code 20111 (Manassas, Buckhall) Ranges in Prince William</u>
22191	Woodbridge	— 7200 - 8605 Centreville Rd.
22192	Woodbridge, Lake Ridge, and Prince William	
22193	Woodbridge, Dale City	

What about Waste Consultants or Brokers?

If you are a waste consultant or broker and you received this report from a client located in Prince William County, Virginia, please note that the intent of this report is to collect information from companies that actually collect refuse and/or recyclable materials in Prince William County. If your firm subcontracts refuse and/or recycling collection services, the subcontractor is responsible for completing this report. Please forward or provide contact information to pwcrecycles@pwcgov.org.

What is the best way to complete this form?

For best results, use the most current version of Adobe Acrobat Pro or Adobe Acrobat Reader. To download Adobe Acrobat Reader, navigate to <https://get.adobe.com/reader/>.



Prince William County Uniform Recycling & Refuse Report Calendar Year 2023



SECTION A - CONTACT INFORMATION

1. Company: _____

2. Contact Person: _____

3. Title _____

4. Mailing Address: _____

Street

City

State

ZIP

5. Phone: _____

6. Email: _____

7. Nature of Business:

- | | |
|---|--|
| <input type="checkbox"/> Paper Collector | <input type="checkbox"/> Textile, Shoes, Clothing Recycling Company |
| <input type="checkbox"/> Electronics Recycling Company | <input type="checkbox"/> Commercial / Retail Back-hauler of Cardboard & Other Recyclable Materials |
| <input type="checkbox"/> Secure Document Destruction | <input type="checkbox"/> Solid Waste - Trash/Recycling Collector |
| <input type="checkbox"/> Tire Recycling Company | <input type="checkbox"/> Construction and Demolition Collector |
| <input type="checkbox"/> Used Oil / Antifreeze / Solvents - Collector | <input type="checkbox"/> Bulk Waste & Junk Collector |
| <input type="checkbox"/> Metals Recycler (Ferrous & Non-Ferrous) | <input type="checkbox"/> Material Recovery Facility (MRF) |
| <input type="checkbox"/> Battery Recycler | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Yard Maintenance / Landscaping Company | |

NOTE: At least one option must be selected for 7. Nature of Business.

Notes: *Source Codes: R = Residential, C = Commercial, I = Institutional. **If estimating, please include notes in the Additional Comments, Clarifications field on page 6 and refer to Attachment 1 on page 7.

SECTION B - Tonnage of Materials for Recycling				
MATERIALS FOR RECYCLING <i>Report only tonnages from Prince William</i>	Tons Recycled	Source*	✓ here if estimated	Name of Recycling Processor <i>One option may be selected from, or typed in, the drop-down list.</i>
MIXED / SINGLE STREAM RECYCLING				
Single Stream / Mixed Recycling				
Commingled Bottles & Cans Only (no paper)				
PAPER				
Mixed Paper				
Cardboard				
Newspapers				
Shredded Paper				
Other Paper:				
METAL				
Appliances (white goods)				
Inoperative Motor Vehicles (must be part of DMV program only)				
Aluminum Cans				
Other Scrap Metal				
PLASTIC				
Plastic Film (shrink wrap, plastic bags, etc.)				
Other Plastics				
GLASS				
Glass Containers (source separated)				
Other Glass				
ORGANICS				
Yard Waste				
Brush				
Tree Stumps				
Scrap Wood (pallets, sawdust, etc. recycled)				
Organics (cooking oil, bone, etc.)				
Grease				
Food Waste				
ELECTRONICS / BATTERIES / LAMPS				
Electronics (computers, TVs, etc.)				
Batteries (non-automotive)				
Ink Cartridges				
Fluorescent Lamps				
OTHER PRINCIPAL RECYCLED MATERIALS				
Motor Oil (report in lbs: 1 gallon = 7.4 lbs)				
Anti-Freeze (report in lbs: 1 gallon = 8.42 lbs)				
Auto Batteries (report in lbs: 35.9 lbs/each)				
Truck Batteries (report in lbs: 60 lbs/each)				
Auto/Light Truck Tires (report in lbs: 20 lbs/each)				
Truck Tires (report in lbs: 105 lbs/each)				
CONTINUED ON NEXT PAGE				

SECTION B - Tonnage of Materials for Recycling Continued				
MATERIALS FOR RECYCLING <i>Report only tonnages from Prince William</i>	Tons Recycled	Source*	✓ here if estimated	Name of Recycling Processor <i>One option may be selected from, or typed in, the drop-down list.</i>
OTHER PRINCIPAL RECYCLED MATERIALS	CONTINUED FROM PREVIOUS PAGE			
Oil Filters/Uncrushed (report in lbs: see Attachment 1)				
Oil Filters/Crushed (report in lbs: see Attachment 1)				
TOTAL TONS RECYCLED				

Notes: *Source Codes: R = Residential, C = Commercial, I = Institutional. **If estimating, please include notes in the Additional Comments, Clarifications field on page 6 and refer to Attachment 1 on page 7.

SECTION C - Tonnage of Materials Recycled (continued)				
OTHER MATERIALS FOR RECYCLING / REUSE	Tons Reused or Recycled	Source*	✓ here if estimated	Name of Recycling / Reuse Processor <i>One option may be selected from, or typed in, the drop-down list.</i>
OTHER MATERIALS				
Paint				
Textiles (clothing, shoes, leather, etc.)				
Furniture				
Books				
CONSTRUCTION & DEMOLITION DEBRIS (CDD) RECYCLED				
Construction Waste				
Pallets				
Steel				
Wood				
Concrete				
Carpet				
Other:				
TOTAL TONS RECYCLED				

Notes: **If estimating, please include notes in the Additional Comments, Clarifications field on page 6 and refer to Attachment 1 on page 7. *

SECTION D - Tonnage of Materials for Disposal			
CDD COLLECTED AND DISPOSED	Tons Disposed	✓ here if estimated	Name of Disposal Facility <i>One option may be selected from, or typed in, the drop-down list.</i>
CDD Disposed			
Soil, Rock, & Stone Disposed			
TOTAL TONS DISPOSED			

Notes: **If estimating, please include notes in the Additional Comments, Clarifications field on page 6 and refer to Attachment 1 on page 7.

SECTION E – Tonnage of Solid Waste for Disposal			
SOLID WASTE DISPOSED	Tons Disposed	✓ here if estimated	Name of Disposal Facility <i>One option may be selected from, or typed in, the drop-down list.</i>
Residential			
Commercial			
Institutional / Industrial <i>Enter details below (school, hospital, etc.):</i>			
TOTAL TONS DISPOSED			

ADDITIONAL COMMENTS, CLARIFICATIONS:

CERTIFICATION BY RESPONSIBLE OFFICIAL OF THE BUSINESS OR ORGANIZATION:

I certify that, to the best of my knowledge, the information I am submitting on this form is true, accurate, and complete. I understand that these records shall be made available for auditing purposes and that there may be penalties for intentionally submitting false information.

Signature: _____ Date: _____

Printed Name: _____ Title: _____

BEFORE YOU SUBMIT:

Please review your form before submitting to ensure all entries are complete, including all red fields, which are required information. Incomplete forms will be returned for revision and resubmission. All forms must be fully complete and successfully submitted by the deadline of February 15, 2024.

ATTACHMENT 1**Volume to Weight Conversion Table (for estimates only)**

Material	Volume	Weight in Pounds
Metal		
Aluminum Cans, Whole	One cubic yard	50-74
Aluminum Cans, Flattened	One cubic yard	250
Aluminum Cans	One full grocery bag	1.5
Ferrous Cans, Whole	One cubic yard	150
Ferrous Cans, Flattened	One cubic yard	850
Automobile Bodies	One vehicle	2,000
Paper		
Newsprint, Loose	One cubic yard	360-800
Newsprint, Compacted	One cubic yard	720-1,000
Newsprint	12" stack	35
Corrugated Cardboard, Loose	One cubic yard	75-100
Corrugated Cardboard, Baled	One cubic yard	1,000-2,000
Plastic		
PETE, Whole, Loose	One cubic yard	30-40
PETE, Whole, Loose	Gaylord	40-53
PETE, Whole, Baled	30" x 62"	500
Film, Baled	30" x 42" x 48"	1,100
Film, Baled	Semi-Load	44,000
Film, Loose	Standard grocery bag	15
HDPE (Dairy Only), Whole, Loose	One cubic yard	24
HDPE (Dairy Only), Baled	32" x 60"	400-500
HDPE (Mixed), Baled	32" x 60"	900
Mixed PET & Dairy, Whole, Loose	One cubic yard	32
Mixed PET, Dairy, & Other Rigid (Whole, Loose)	One cubic yard	38
Mixed Rigid, No Film	One cubic yard	49
Glass		
Glass, Whole Bottles	One cubic yard	600-1,000
Glass, Semi-Crushed	One cubic yard	1,000-1,800
Glass, Crushed (Mechanically)	One cubic yard	800-2,700
Glass, Whole Bottles	One full grocery bag	16
Glass, Uncrushed to Manually Broken	55 gallon drum	125-500
Arboreal		
Leaves, Uncompacted	One cubic yard	200-250
Leaves, Compacted	One cubic yard	300-450
Leaves, Vacuumed	One cubic yard	350
Wood Chips	One cubic yard	500
Grass Clippings	One cubic yard	400-1,500
Other		
Battery (Heavy Equipment)	One	60
Battery (Auto)	One	35.9
Used Motor Oil	One gallon	7.4
Used Oil Filters (Crushed)	55 gallon drum	66 Lbs./Used Oil + 110 Lbs./Ferrous Metal
Used Oil Filters (Uncrushed)	55 gallon drum	16.5 Lbs./Used Oil + 368 Lbs./Ferrous Metal
Tire -Passenger Car	One	20
Tire - Truck, Light	One	38
Tire - Semi	One	105
Antifreeze	One gallon	8.42
Food Waste, Solid & Liquid Fats	55 gallon drum	4.12
Electronics CRT / CPU / Laptop / TV	Each (avg wt from NCER)	38/26/8/49 respectively