



CONEWAGO TOWNSHIP

BOARD OF SUPERVISORS

541 Oxford Avenue, Hanover, PA 17331

Tele: (717)637-0411 ♦ Fax: (717)637-6826 ♦ www.conewagotwpadamsco.us

January 5, 2010

«First_name_Last_name»

«Owner_Address»

«Town__STATE__Zip»

Dear «First_name_Last_name»:

Pennsylvania's "Municipal Waste Planning, Recycling and Waste Reduction Act" (Act 101) of 1988 requires Conewago Township to provide recycling data because the population exceeds 5,000.

As implemented by Township Ordinance 2008-Aa, all commercial, institutional and municipal establishments within Conewago Township are required, in accordance with Act 101, to recycle.

These establishments are responsible for arranging for the collection and recycling of designated Act 101 materials. Conewago Township is required to submit annual recycling reports, including data from commercial, institutional and municipal establishments to Adams County on or before February 15th. Adams County, as required by Act 101, submits an Annual Recycling Report each year for PA DEP record.

To satisfy PA DEP reporting requirements for commercial establishments, Conewago Township will need to begin reporting commercial sector recycling data to the Adams County Recycling Coordinator on or before February 15th. **Therefore, it is imperative for you to provide your recycling information on or before January 15th.**

Be advised it is your task to contract with a recycling service provider and report annually the types and amounts of materials recycled and the name of your contracted recycling service provider to Conewago Township. You may copy the enclosed uncompleted-report to use each year, or you may download a copy from the township website at www.conewagotwpadamsco.us. Updates to this form will be available on the website. A copy of Act 101 will also be available on the website. It is your responsibility to ensure the report is completed each January and provided to Conewago Township by January 15th of each year.

Penalties and fines of up to \$600, including reasonable attorney's fees, per violation, may be incurred by those businesses/establishments generating recyclable materials that do not complete and return the report to Conewago Township by January 15th of each year.

Do not hesitate to contact Conewago Township if you need further assistance.

For Conewago Township,

Marcy L. K. Hagarman
Township Manager

