



# Construction & Demolition Waste Diversion Program

## Form C - Recycling Report

### Integrated Waste Management Division (IWMD) - County of Ventura

800 S. Victoria Ave. Ventura, CA 93009 - 805/658-4321 - Fax 805/658-4324 - [www.vcpublishworks.org](http://www.vcpublishworks.org)

|   |                          |                      |                                     |
|---|--------------------------|----------------------|-------------------------------------|
| Date: mm/dd/yy  | IWMD Permit Number<br>CD | Project Description: |                                     |
| APN:  | Project Address:         |                      | Project Square Feet                 |
| Applicant's Name:   |                          | Daytime Phone:       | Actual Start Date:<br>mm/dd/yy      |
| Property Owner's Name and Address:<br>(If different from above) |                          | Daytime Phone:       | Actual Completion Date:<br>mm/dd/yy |
| Contractor's/Company's Name:                                    |                          | Daytime Phone:       | Approved by IWMD Personnel:         |

Per Division 4, Chapter 7, Article 3 of the Ventura County Ordinance Code, you are required to reuse, recycle or salvage recyclable materials generated by this project

#### Permit Requirements

This Form C - Reporting Form, MUST be completed prior to calling Building & Safety for a Final Inspection. Submit Form C to IWMD with legible letters and/or original receipts, including weights for all materials recycled, reused, salvaged or landfilled. Each entry on this form must correlate to a dated receipt (or written, signed statement required if receipts are not available) verifying recycling, reuse, salvage, or landfill disposal.

When submitting a Form C - Reporting Form, separate recycling receipts from trash receipts. Enter information from receipts into the Materials Table on Form C by material type. Enter trash weight as "Other - Explain." Complete all fillable sections of Form C, e-sign, then click "Submit Form". An email will populate. Please attach all receipts and documentation to this email before submitting. IWMD staff will respond within three (3) business days.

Document "REUSE/SALVAGE" with a signed statement, preferably on letterhead, including estimated weights of reused material.

**For assistance with completing this form, please email [PWA.IWMD-CD@ventura.org](mailto:PWA.IWMD-CD@ventura.org) or call (805) 658-4321. Submit completed Form C and documentation to [PWA.IWMD-CD@ventura.org](mailto:PWA.IWMD-CD@ventura.org)**

#### INSTRUCTIONS

**Step 1:** Indicate how each material was transported, by an Authorized Hauler, Contractor, Property Owner or Other. If "Other", specify in comments.

**Step 2:** Indicate the material destination for each material type generated. Any material with an asterisk must be recycled or reused. If "Other", please specify in comments.

**Step 3:** List the weight in tons for each material recycled or reused in column A and material landfilled/disposed column B.

**Step 5:** Add Boxes 1 and 2 for the total generation. Divide Box 1 by Box 3 and multiply by 100 to get the project diversion. Diversion must be at least 65%.

| Material Types<br><small>* indicates material must be recycled or reused</small> | Transportation Method      | Material Destination | Column A: Tons<br>Recycled/Reused | Column B: Tons<br>Landfilled/Disposed | Comments   |
|--|----------------------------|----------------------|-----------------------------------|---------------------------------------|--|
| Asphalt / Shingles   |                            |                      |                                   |                                       |  |
| Brick, Masonry, Roof Tiles   |                            |                      |                                   |                                       |  |
| Cardboard*   |                            |                      |                                   |                                       |  |
| Carpet / Pads  |                            |                      |                                   |                                       |  |
| Concrete*  |                            |                      |                                   |                                       |  |
| Dirt/Sand/Rock*  |                            |                      |                                   |                                       |  |
| Drywall/<br>Gypsum Board   |                            |                      |                                   |                                       |  |
| Green Waste / Wood*  |                            |                      |                                   |                                       |  |
| Metal*   |                            |                      |                                   |                                       |  |
| Other - Explain  |                            |                      |                                   |                                       |  |
| Plastics   |                            |                      |                                   |                                       |  |
| Comingled C&D  |                            |                      |                                   |                                       |  |
| Salvage  |                            |                      |                                   |                                       |  |
| <b>Box 1: Tons Recycled</b>  | <i>Sum of Column A</i>     |                      |                                   |                                       | <b>Project Diversion<br/>must be at least<br/>65% by weight!</b> |
| <b>Box 2: Tons Disposed</b>  | <i>Sum of Column B</i>     |                      |                                   |                                       |  |
| <b>Box 3: Total Generated Tons</b>   | <i>Box 1+ Box 2</i>        |                      |                                   |                                       |  |
| <b>Box 3: Project Diversion</b>  | <i>(Box 1 / Box 3)x100</i> |                      |                                   |                                       |  |

By signing this Form C, I attest that the information I have provided is accurate and true to the best of my knowledge.

**APPLICANT SIGNATURE**