

REQUIREMENTS FOR YOUR ROUNDUP EVENT

1. Ensure the roundup attendees are not charged to drop off eligible Program Materials.
 - i. HHW and used oil can only be accepted from residential customers, NOT businesses.
 - ii. Volume limitations apply for used oil drop off.

2. Electronics and ePilot Electronics collection:
 - i. Collect and store electronics and ePilot electronics in a secure and safe manner, ensuring proper handling of all materials.
 - ii. ePilot electronics must be kept separate from other program electronics.
 - iii. Amounts **MUST** be recorded and reported to Alberta Recycling Management Authority (ARMA).
 1. Weight of Program Electronics
 2. Weight and % breakdown of ePilot electronics
 - iv. Only electronics under the Program and ePilot will be eligible for funding.

3. Paint collection:
 - i. Maximize the storage capacity for the paint bin.
 - ii. Do not bulk any paint.
 - iii. Paint collected at the roundup **MUST** be recorded and reported to ARMA.
 - iv. Before shipping paint - verify the number of standard paint bins filled; bins not filled to capacity must have a unit count of the number of containers.
 - v. Collection and storage of paint is to be done in a secure and safe manner, ensuring proper handling of all eligible materials. This includes providing secondary containment for storage of paint containers (pallets are not acceptable secondary containment for funding eligibility).
 - v. Applicants will receive collection funding only on eligible paint shipped to Registered Processors.

4. Tire collection:
 - i. Unit counts of tires collected at the roundup **MUST** be recorded and reported to ARMA for tracking and information purposes. There is no collection funding available for tires.
 - ii. If the Roundup is not held at a registered collection site, please ensure previous arrangements are made to take tires to a local registered collection site or local tire shop (if available).

5. Used Oil Materials collection:
 - i. Used Oil service providers must oversee the handling and collection of used oil materials. If accepting used oil material, ensure proper storage containment is on site during the event.
 - ii. Volumes of litres used oil collected, unit counts of used oil containers and filters at the roundup **MUST** be recorded and reported to ARMA for tracking and information purposes.
 - iii. The handling fee charged by a Used Oil service provider will be an eligible event expense. There is no collection funding available for Used Oil, Oil Containers or Used Oil Filters.