**MANUFACTURER PARTNERSHIP**

**REGISTRATION FORM PART 2**

Manufacturer Information

|  |  |
| --- | --- |
| **Registration for Calendar Year 2022:**  January 1, 2022 – December 31, 2022 | **Registration Due Date: December 31, 2021** |

This is **Part 2** of the registration form for manufacturers of covered electronic equipment (CEE) registering as a **partnership**. Each manufacturer in a partnership is required to complete a separate **Part 2** form or submit the same information online at [ecycleregistration.org](http://www.ecycleregistration.org/). A partnership is required to complete one **Part 1** form or submit the same information online at [ecycleregistration.org](http://www.ecycleregistration.org/).

This form (Part 2) should be completed electronically and emailed, preferably in Word, to [productstewardship@dc.gov](mailto:productstewardship@dc.gov).

This form is due December 31, 2021, but we strongly recommend that you submit it by October 7, 2021. Please note that manufacturer registrations must be approved by DOEE to be in compliance at the beginning of the calendar year on January 1, 2022.

The partnership, as a collective, is responsible for meeting the sum of the minimum collection share of each individual manufacturer in the partnership.

For further guidance on completing this form, please visit [**doee.dc.gov/ecycle**](http://www.doee.dc.gov/ecycle)**.**

Please email [productstewardship@dc.gov](mailto:productstewardship@dc.gov) with any questions.

Registration fees and any shortfall fees should be submitted in one check by the partnership to complete the registration by December 31, 2021. The registration fee for partnerships is $2,479.40 for each manufacturer in the partnership that sold 250 or more units of covered electronic equipment (CEE) in DC in 2020 and $708.40 for each manufacturer in the partnership that sold between 100-249 units of CEE in DC in 2020.

Note: The use of the term “partnership” is limited to how the term is used in D.C. Official Code §§ 8-1041.01 to 8-1041.12 and implementing regulations. The use of “partnership” does not relate to the term found elsewhere in District law or regulation.

*Rev 9.9.21*

**SECTION 1: MANUFACTURER INFORMATION**

|  |  |  |
| --- | --- | --- |
| **Manufacturer Information** | | |
| Manufacturer Name | Website | Telephone |
| Mailing Address | | |

**SECTION 2: CONTACT INFORMATION**

|  |  |
| --- | --- |
| **Contact Information** | |
| Primary Contact Person | |
| Name | Title |
| Email | Telephone |
| Mailing Address | |

|  |  |
| --- | --- |
| **Partnership Contact Information** | |
| Primary Contact Person | |
| Contact Name | Partnership Group |
| Email | Telephone |

**SECTION 3: BRAND INFORMATION**

|  |  |  |
| --- | --- | --- |
| **Brand Information:** List the brands of CEE the manufacturer sells in the District.  *Please see* [*doee.dc.gov/ecycle*](http://www.doee.dc.gov/ecycle)*for instructions on how to classify CEE by type. If a brand covers more than one type of CEE, please list each type of CEE. If needed, please attach additional sheets. List all brands of CEE sold to District residents, businesses, and non-profits (sales to the federal or District government are excluded).* | | |
| **Brand Name** | **Type of CEE**  *(computer, computer peripheral, TV, and/or TV peripheral)* | **Sold From-**  **Sold To (date)** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**SECTION 4: 2020 COLLECTION INFORMATION**

**For 2020, did you register as an individual manufacturer or as part of a partnership or representative organization? If so, which one?**

Click here to enter text.

**If you registered as an individual manufacturer for 2020, please report:**

2020 minimum collection share (in pounds) subject to shortfall fees:

Click here to enter text.

Weight (in pounds) of covered electronic equipment collected and recycled (or reused) in 2020:

Click here to enter text.

Does the above weight include any items donated free of charge for reuse to eligible entities as specified in DC Code 8-1041.05(b)(2)? If so, additional documentation will be requested.

Click here to enter text.

Shortfall (in pounds) to 2020 minimum collection share:

Click here to enter text.

\*If you did not meet your 2020 minimum collection share, please calculate your shortfall fee. Please see the “Minimum Collection Share and Shortfall Fee” factsheet at <https://doee.dc.gov/node/1239556> for information on how to calculate your shortfall fee.

Shortfall Fee:

Click here to enter text.

End markets and electronics recyclers utilized by the manufacturer in 2020, and contact information (name, address, and email or phone number) for the electronic recyclers:

Click here to enter text.

**SECTION 5: SALES INFORMATION TO CALCULATE 2022 MINIMUM COLLECTION SHARE**

Manufacturers may report sales of CEE in the District by using actual District sales data (Option 1) or estimating District sales from national sales data (Option 2). Manufacturers must use either Option 1 or Option 2.

Which option is used to complete Section 5 (select by marking with an “X”):

      Option 1 (Actual District Sales Data)

      Option 2 (District Sales Estimated from National Sales Data)

**Option 1- Actual District Sales Data**

Report actual District sales data of CEE sold to District residents, businesses, and non-profits (sales to the federal or District government are excluded from the District sales data to be listed below since equipment sold to these government entities is not CEE). If unavailable, use option 2.

|  |  |  |
| --- | --- | --- |
| **2018 Sales:** Report sales for calendar year 2018 | | |
| **Type of CEE** | **Number of Units of CEE Sold in the District** | **Total Weight (lbs) of CEE Sold in the District** |
| Computers |  |  |
| Computer Peripherals |  |  |
| Televisions |  |  |
| Television Peripherals |  |  |
| **Actual District Sales Total** | 0 | 0 |

|  |  |  |
| --- | --- | --- |
| **2019 Sales:** Report sales for calendar year 2019 | | |
| **Type of CEE** | **Number of Units of CEE Sold in the District** | **Total Weight (lbs) of CEE Sold in the District** |
| Computers |  |  |
| Computer Peripherals |  |  |
| Televisions |  |  |
| Television Peripherals |  |  |
| **Actual District Sales Total** | 0 | 0 |

|  |  |  |
| --- | --- | --- |
| **2020 Sales:** Report sales for calendar year 2020 | | |
| **Type of CEE** | **Number of Units of CEE Sold in the District** | **Total Weight (lbs) of CEE Sold in the District** |
| Computers |  |  |
| Computer Peripherals |  |  |
| Televisions |  |  |
| Television Peripherals |  |  |
| **Actual District Sales Total** | 0 | 0 |

|  |
| --- |
| **Minimum Collection Share (Option 1)** |
| The partnership, as a collective, is responsible for meeting the sum of the minimum collection share of each individual manufacturer in the partnership. An individual manufacturer shall collect in **calendar year 2022:** **80%** **of the average weight** **of CEE sold in** **calendar years 2018, 2019 and 2020.**  Based on the sales data reported in **Section 5 - Option 1**, the minimum collection share subject to shortfall fee for calendar year 2022 is:**0 pounds**  Shortfall fees are determined by the formula found in 20 DCMR § 4102.2.  Please visit [doee.dc.gov/ecycle](http://www.doee.dc.gov/ecycle) for information on requirements to collect CEE. |

**Option 2- District Sales Estimated from National Sales**

Estimate District sales from national sales data of CEE sold to residents, businesses, and non-profits. Sales to the DC government or federal government are excluded from the national sales data to be listed below since equipment sold to these government entities is not CEE.

|  |  |  |
| --- | --- | --- |
| **2018 Sales:** Report sales for calendar year 2018 | | |
| **Type of CEE** | **Number of Units Sold Nationally** | **Total Weight (lbs) of CEE Sold in Nationally** |
| Computers |  |  |
| Computer Peripherals |  |  |
| Televisions |  |  |
| Television Peripherals |  |  |
| **National Total** | 0 | 0 |
| **Estimated District Sales Total**  National Total from above multiplied by 0.21% (0.0021), which was the District’s percentage of the national population in 2018 | 0.0 | 0.0 |

|  |  |  |
| --- | --- | --- |
| **2019 Sales:** Report sales for calendar year 2019 | | |
| **Type of CEE** | **Number of Units Sold Nationally** | **Total Weight (lbs) of CEE Sold in Nationally** |
| Computers |  |  |
| Computer Peripherals |  |  |
| Televisions |  |  |
| Television Peripherals |  |  |
| **National Total** | 0 | 0 |
| **Estimated District Sales Total**  National Total from above multiplied by 0.21% (0.0021), which was the District’s percentage of the national population in 2019 | 0.0 | 0.0 |

|  |  |  |
| --- | --- | --- |
| **2020 Sales:** Report sales for calendar year 2020 | | |
| **Type of CEE** | **Number of Units Sold Nationally** | **Total Weight (lbs) of CEE Sold in Nationally** |
| Computers |  |  |
| Computer Peripherals |  |  |
| Televisions |  |  |
| Television Peripherals |  |  |
| **National Total** | 0 | 0 |
| **Estimated District Sales Total**  National Total from above multiplied by 0.21% (0.0021), which was the District’s percentage of the national population in 2020 | 0.0 | 0.0 |

|  |
| --- |
| **Minimum Collection Share (Option 2)** |
| The partnership, as a collective, is responsible for meeting the sum of the minimum collection share of each individual manufacturer in the partnership. An individual manufacturer shall collect in **calendar year 2022:** **80% of the average weight** **of CEE sold in** **calendar years 2018, 2019 and 2020.**  Based on the sales data reported in **Section 5 - Option 2**, the minimum collection share subject to shortfall fee for calendar year 2022 is:**0 pounds**  Shortfall fees are determined by the formula found in 20 DCMR § 4102.2.  Please visit [doee.dc.gov/ecycle](http://www.doee.dc.gov/ecycle) for information on requirements to collect CEE. |

**SECTION 6: CERTIFICATION**

|  |  |
| --- | --- |
| **Certification** | |
| I certify under penalty of law that this registration form was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person, or persons, who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for fraudulently submitting information, including the possibility of fine and imprisonment.  You may assert a confidential information claim covering sales data (units and weights) and recycler processes/end markets reported under D.C. Official Code § 8-1041.03(b)(3)(F) and § 8-1041.03(b)(4) that you provide. Indicate this by choosing the “Yes” option below. If the “Yes” option is chosen, the Department will maintain this data as being exempt from disclosure under the District of Columbia’s Freedom of Information Act. See D.C. Official Code § 2-534(a)(1). If the “No” option is chosen, the Department will maintain the data as public information.  Select one (select by marking with an “X”):        Yes        No  By typing my name below, I certify the above statements to be true and correct, to the best of my knowledge, and that this information can be used for the purpose of processing this form.  Date: | |
| Name (This is your electronic signature) | Title |
| Email | Telephone |