**Annex 1A**

**XX Company Limited**

**Recyclable Collection Record**

**(Applicable for collecting recyclables from Corporate Supplier )**

Address: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** TEL: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Reference Number: \_\_\_\_\_\_\_\_\_**

Notes:

1. Should the recycler have the relevant records such as the receipt issued by the corporate supplier containing the information covered in this form, it is not necessary to fill in this form.
2. The recycler can fill in the appropriate recyclable types or revise this form in accordance with its operation and the approved Recycling Fund project.

|  |
| --- |
| **Collection Date (DD/MM/YY):**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. **Recyclable Supplier Information**
 |
| **I (Staff of the Recycling Company) confirm that the recyclables as described in part B are received, and the information in the part A and B is true and correct.**

|  |  |
| --- | --- |
| Name of Corporate Supplier: |  |
| Collection Location: |  | Tel. no.(If Applicable) |  |  |
| Name of Staff of Corporate Supplier(If Applicable) : |  | Signature of the staff of Corporate Supplier(If Applicable): |  |
| Name of Staff of Recycling company (If Applicable) : |  | Signature of Staff of Recycling company(If Applicable) :: |  |

 |
| 1. **Recyclable Information**
 |
| **(I) Recyclables Type**  | **(II) Collection Quantity**  | **(III) Transaction/ Buying Amount** **(HK dollars)** |
|  |  (KG/Tonnes/Liters) |   |
|  |  (KG/Tonnes/Liters) |  |
|  |  (KG/Tonnes/Liters) |  |
|  |  (KG/Tonnes/Liters) |  |
| **(IV) Recyclable Sources** |
| Recyclable Sources (such as name of the housing estates): **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Please fill in the information clearly in the space and tick the appropriate box 🞏.🞏 Local(Hong Kong) 🞏 Non-local (Please specify location): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(If the recyclables consist of local and non-local sources, please specify the ratio of the mixed recyclables: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |