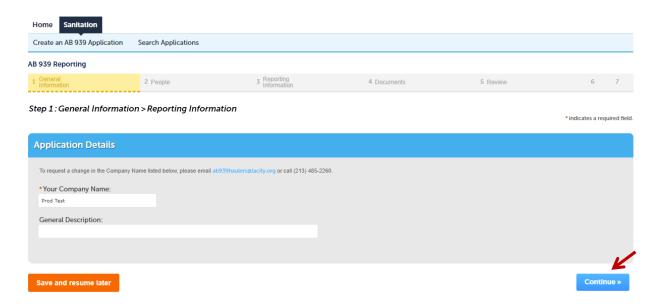
AB939 Quarterly Gross Receipts and Tonnages Reporting

Step 1: General Information

Reporting Information

Company Name

The Company Name will be the Waste Hauler's name that appears in the system to track information related to the user. It is not editable. If you would like to change your Company Name, you will need to email ab939hauler@lacity or call (213) 485-2260.

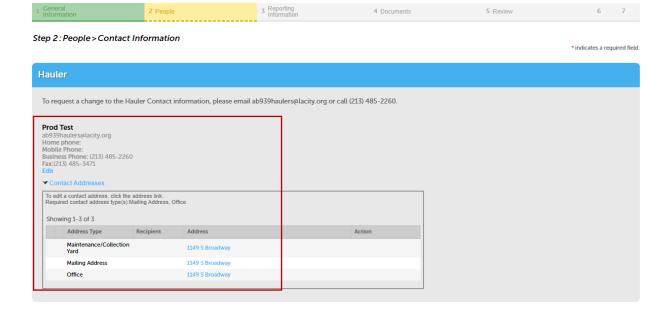


Step 2: People

Contact Information

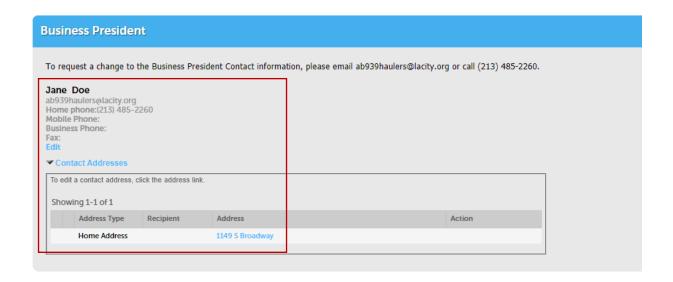
Hauler Contact

Confirm the information under the **Hauler Contact** is correct. The information listed under the headers is not editable, even though there is an **Edit** button. If any of the information listed below is incorrect, please email ab939hauler@lacity or call (213) 485-2260.



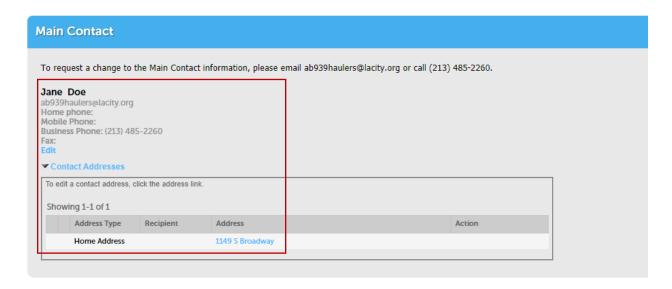
Business President Contact

Confirm the information under the **Business President** is correct. The information listed under the headers is not editable, even though there is an **Edit** button. If any of the information listed below is incorrect, please email ab939hauler@lacity or call (213) 485-2260.



Main Contact

Confirm the information under the **Main Contact** is correct. The information listed under the headers is not editable, even though there is an **Edit** button. If any of the information listed below is incorrect, please email ab939hauler@lacity or call (213) 485-2260.



If the information is correct, select the **Continue>>** button.

Continue »

Step 3: Reporting Information

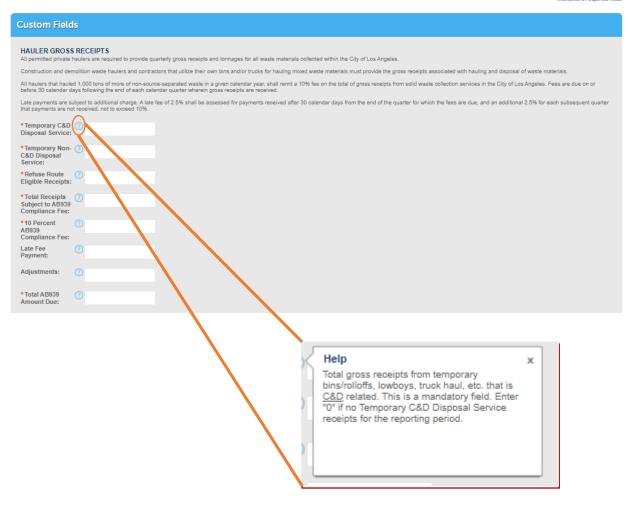
Gross Receipt Report Details

Enter all non-source separated waste's gross receipt information in the Custom Fields.

All permitted private haulers are required to provide quarterly gross receipts for all mixed solid waste and mixed construction and demolition (mixed C&D) waste materials collected within the City of Los Angeles. This includes Construction and demolition waste haulers and contractors that utilize their own bins and/or trucks for hauling mixed waste materials and must provide the gross receipts associated with hauling and disposal of waste materials.

All haulers that hauled 1,000 tons of more of non-source-separated waste in a given calendar year, shall remit a 10% fee on the total of gross receipts from solid waste collection services in the City of Los Angeles. Fees are due on or before 30 calendar days following the end of each calendar quarter wherein gross receipts are received. Late payments are subject to additional charge. A late fee of 2.5% shall be assessed for payments received after 30 calendar days from the end of the quarter for which the fees are due, and an additional 2.5% for each subsequent quarter that payments are not received, not to exceed 10%.

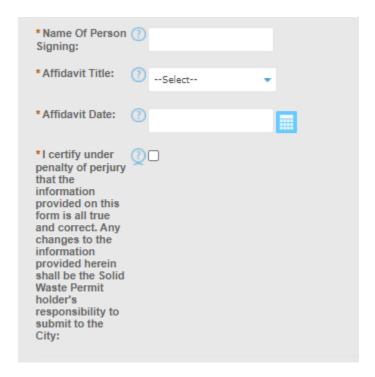
Not all fields listed in this page are required (*). If the user needs clarification on the field, select the question mark bubble (?).



Affidavit

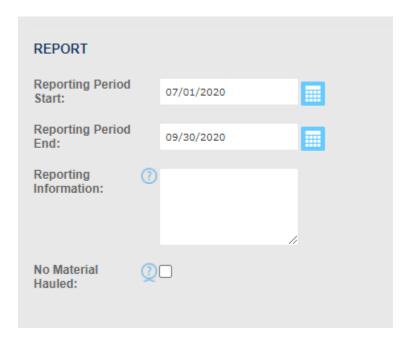
The Affidavit will be used to see when the user certified the accuracy and submitted the record.

Enter Name of Person Signing, Affidavit Title (title of the user), and Affidavit Date (date of submittal). To enter affidavit date, select the Calendar on the right of the field. To confirm affidavit information is correct, read the affidavit text and check the checkbox next to the text.



Report

The Reporting Period Start and Reporting Period End dates are automatically generated by the system when each record is created, they are not editable. If the user has any questions, concerns or other pertinent information, enter it into the **Reporting Information** textbox. If no material was collected and transported in the City of Los Angeles during this time period, you must check the **No Material hauled** checkbox. If there are issues, email ab939haulers@lacity.org or call (213) 485-2260.

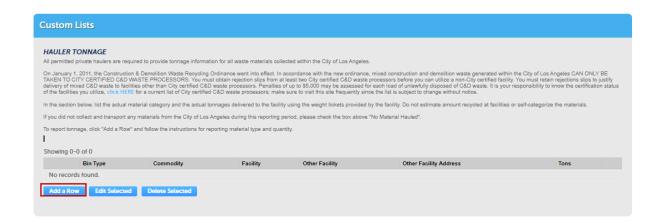


Hauler Tonnage

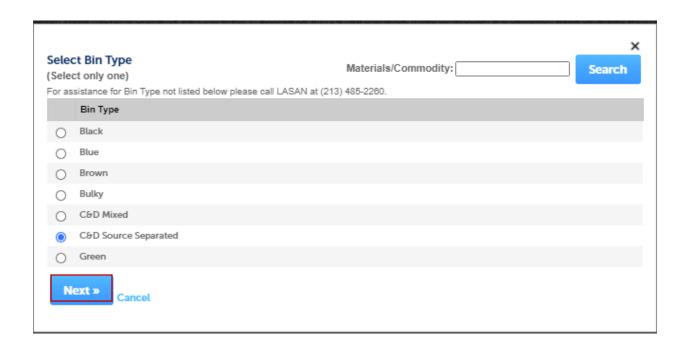
Enter all tonnage information for the period in the Custom Lists. List the actual material category and the actual tonnages delivered to the facility using the weight tickets provided by the facility. Do not estimate amount recycled at facilities or self-categorize the materials.

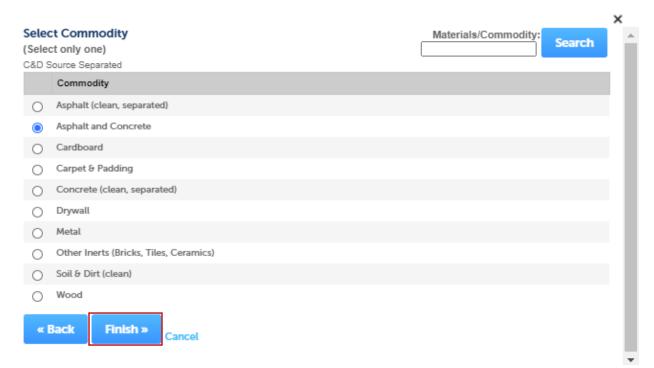
NOTE: In accordance with the new ordinance, mixed construction and demolition waste generated within the City of Los Angeles CAN BE TAKEN ONLY TO CITY-CERTIFIED C&D WASTE PROCESSORS. You must obtain rejection slips from at least two City-certified C&D waste processors before you can utilize a non-City-certified facility. You must retain rejection slips to justify delivery of mixed C&D waste to facilities other than City-certified C&D waste processors. Penalties of up to \$5,000 may be assessed for each load of unlawfully disposed of C&D waste.

To add tonnage information, select the **Add a Row** button.



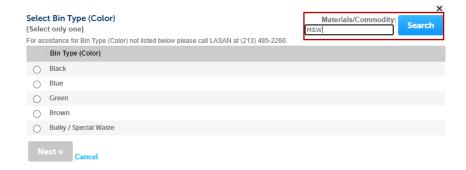
After selecting a Bin Type, select the **Next** >> button and the user will be prompted to select a Commodity. Commodity options vary depending on the Bin Type selected. When the correct Commodity is selected, press the **Finish** >> button.



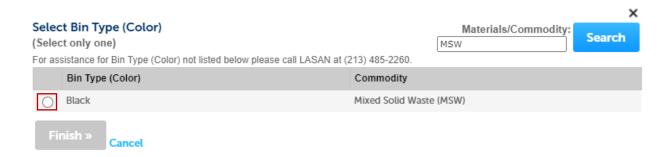


If the user cannot find the correct Commodity, use the Materials/Commodity search.

For the example of MSW:



The search will return:



After selecting the appropriate row, and clicking **Finish**, a pop-up will appear with fields to enter information into. Select the facility the material was taken to and enter the tonnage amount, then select the **Submit** button. Select the (?) bubble for more clarification.

HAULER TONNAGE

All permitted private haulers are required to provide tonnage information for all waste materials collected within the City of Los Angeles.

On January 1, 2011, the Construction & Demolition Waste Recycling Ordinance went into effect. In accordance with the new ordinance, mixed construction and demolition waste generated within the City of Los Angeles CAN ONLY BE TAKEN TO CITY CERTIFIED C&D WASTE PROCESSORS. You must obtain rejection slips from at least two City certified C&D waste processors before you can utilize a non-City certified facility. You must retain rejections slips to justify delivery of mixed C&D waste to facilities other than City certified C&D waste processors. Penalties of up to \$5,000 may be assessed for each load of unlawfully disposed of C&D waste. It is your responsibility to know the certification status of the facilities you utilize, click HERE for a current list of City certified C&D waste processors; make sure to visit this site frequently since the list is subject to change without notice.

In the section below, list the actual material category and the actual tonnages delivered to the facility using the weight tickets provided by the facility. Do not estimate amount recycled at facilities or self-categorize the materials.

If you did not collect and transport any materials from the City of Los Angeles during this reporting period, please check the box above "No Material Hauled".

To report tonnage, click "Add a Row" and follow the instructions for reporting material type and quantity.



If the facility you're searching for is not in the drop down list, select the **Other** option. Two fields will appear. Enter the facility name the material was taken to, the address of the facility, and enter the tonnage amount. Once all the information is entered, select the **Submit** button.

HAULER TONNAGE

All permitted private haulers are required to provide tonnage information for all waste materials collected within the City of Los Angeles.

On January 1, 2011, the Construction & Demolition Waste Recycling Ordinance went into effect. In accordance with the new ordinance, mixed construction and demolition waste generated within the City of Los Angeles CAN ONLY BE TAKEN TO CITY CERTIFIED C&D WASTE PROCESSORS. You must obtain rejection slips from at least two City certified C&D waste processors before you can utilize a non-City certified facility. You must retain rejections slips to justify delivery of mixed C&D waste to facilities other than City certified C&D waste processors. Penalties of up to \$5,000 may be assessed for each load of unlawfully disposed of C&D waste. It is your responsibility to know the certification status of the facilities you utilize, click HERE for a current list of City certified C&D waste processors; make sure to visit this site frequently since the list is subject to change without notice.

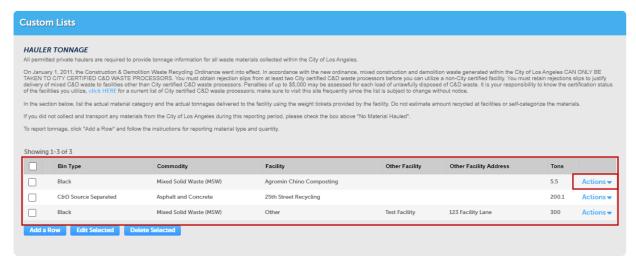
In the section below, list the actual material category and the actual tonnages delivered to the facility using the weight tickets provided by the facility. Do not estimate amount recycled at facilities or self-categorize the materials.

If you did not collect and transport any materials from the City of Los Angeles during this reporting period, please check the box above "No Material Hauled".

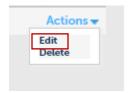
To report tonnage, click "Add a Row" and follow the instructions for reporting material type and quantity.



Once you have submitted the facility information and tonnage information, verify all your tonnage for that quarter has been entered correctly.



If you need to modify one of the rows, select the **Action** button then select the **Edit** button. You will be taken back to the pop-up to modify information entered.

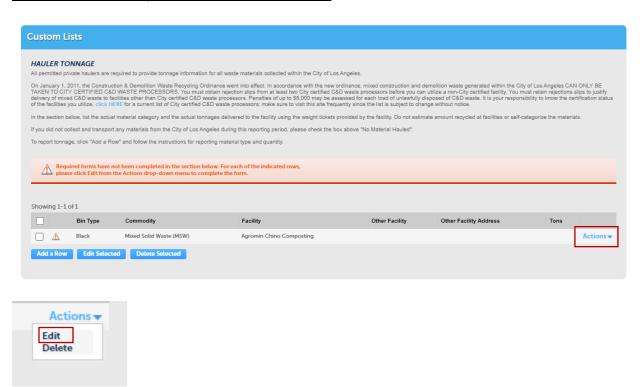


Continue »

When all information has been entered, select the **Continue>>** button.

Prepopulated Hauler Tonnage

The first time the information is entered, no rows will appear. All following reporting records should be generated with the rows previously used on the last reporting record with fields pre-populated (and editable) in each row. Please revise those values as appropriate by selection the **Action** button then selecting the **Edit** button. If no material is taken to a facility that is listed there for the reporting period, do not leave the facility as is with the Tons field blank, instead delete that row.



Verify or change the information by following the steps in the Hauler Tonnage section above.

If all information is correct, select the **Continue>>** button.



AB939 Reporting Material Drill Down List for Reference:

Bin Type	Commodity	
Black	Mixed Solid Waste (MSW)	
Blue	Commingled Recyclables	

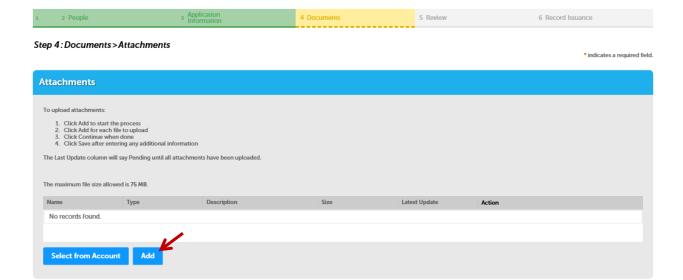
Bin Type	Commodity	
Blue	Glass Bottles & Containers	
Blue	Metal	
Blue	Paper	
Blue	Plastic	
Brown	Horse Manure	
Bulky	Furniture & Mattress	
Bulky	Household Appliances	
Bulky	Other Bulky Materials	
C&D Mixed	Mixed C&D	
C&D Source Separated	Asphalt (clean, separated)	
C&D Source Separated	Asphalt and Concrete	
C&D Source Separated	Cardboard	
C&D Source Separated	Carpet & Padding	
C&D Source Separated	Concrete (clean, separated)	
C&D Source Separated	Drywall	
C&D Source Separated	Metal	
C&D Source Separated	Other Inerts (Brick, Tiles, Ceramics)	
C&D Source Separated	Soil & Dirt (clean)	
C&D Source Separated	Wood	
Green	Food Waste	
Green	Green Waste (Yard)	
Green	Mixed Organics	

Step 4: Documents

Attachments

If there are any documents or attachments for the record, it can be added here. Once you add a document, you will not be able to delete it. You will need to contact ab939haulers@lacity.org or call (213) 485-2260.

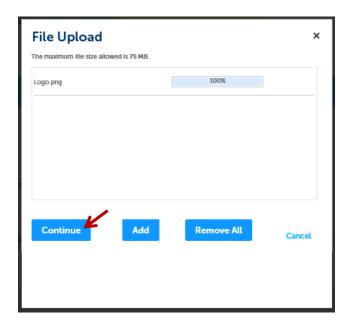
Select the **Add** button.



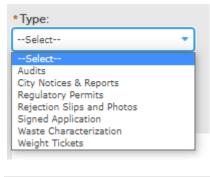
A pop-up titled **File Upload** appears. Select the **Add** button.

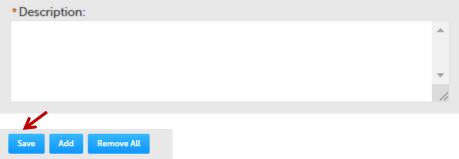


A pop-up appears with files from the user's computer. Click on the appropriate file and select **Open**. Once the file is uploaded 100%, select the **Continue** button.



Select the document **Type** from the dropdown list and enter a **Description** of the document. When all information is correct, select the **Save** button.



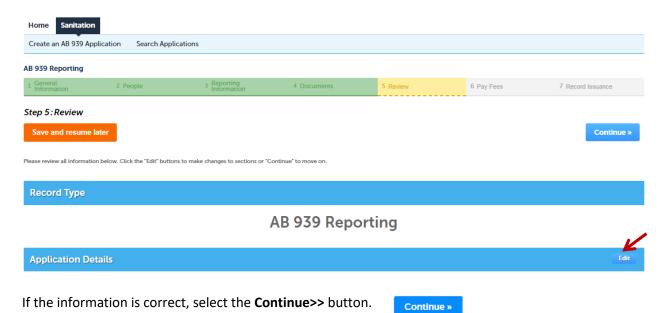


If the information is correct, select the **Continue>>** button.

Continue »

Step 5: Review

All information entered can be reviewed on this page. Confirm all information is correct, if any edits need to be made, select the **Edit** button and the page will change to the appropriate page.



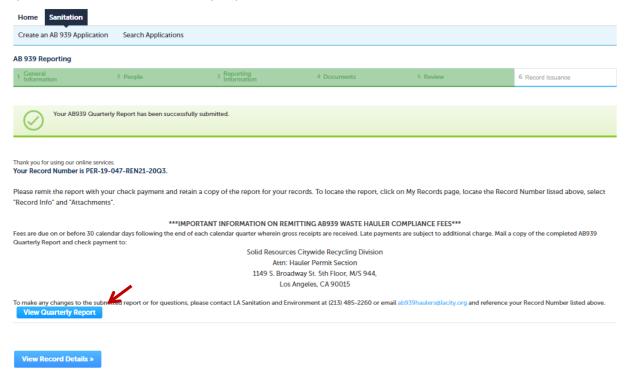
NOTE: From the Review Page, the **Continue>>** button **SUBMITS** the Record.

If there is a need to modify what was submitted, see Record Issuance below for contact information.

LA Sanitation & Environment | Waste Hauler LASAN Solid Resources Haulers and Facilities Portal Updated July 2021

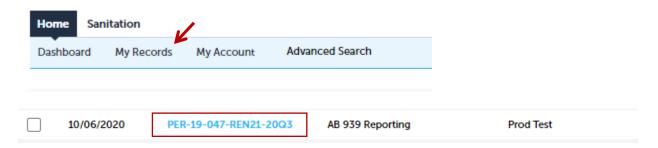
Step 6: Record Issuance

The Record Issuance page will display the final Record Number for the Reporting Record. This Record Number needs to be referenced if the user contacts the City regarding any errors or updates made to the submitted report. After the record has been submitted, a report will be generated to print and remit with your AB939 check payment if applicable and to retain a copy for your own record. To view this report, click on the "View Quarterly Report" button.

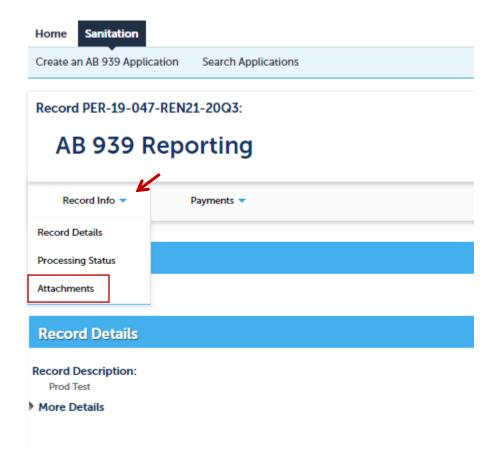


Step 7: Mailing AB939 Fee Check

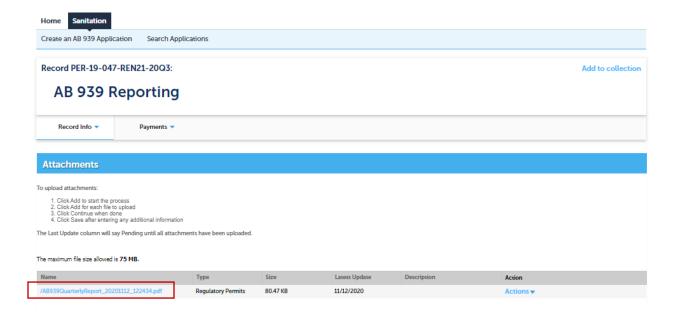
To access this report after the Record Issuance page is closed, go to **My Records** from the **Home** tab then click on the Record ID of the record you are trying to access the Quarterly Report for.



Select the **Record Info** drop down list and select the **Attachments** button.



Click on the blue hyperlink under the Name field to download a PDF copy your report, then open the report.



The report will show a summary of the information you just submitted. Print all pages of this report and remit with your AB939 check payment if applicable.

Please review the report for accuracy, keep one copy for your records, and submit another copy of the report with your check payment. Write the Record ID# listed below on your check. Payments must be received on or before 30 calendar days following the end of each calendar quarter wherein gross receipts are received. Late payments are subject to additional charge, see table below:

AB939 LATE FEE RATES Past due payments are subject to late fees as follows:			
Number of Quarters Past Due	Late Fee Rate (Percent of AB939 Compliance Fee)		
1 Quarter	2.5%		
2 Quarters	5%		
3 Quarters	7.5%		
4 Quarters	10%		

Mail completed form and payment to: Solid Resources Citywide Recycling Division - Hauler Permit Section 1149 S. Broadway St. 5th Floor, M/S 944, Los Angeles, CA 90015

Section A. COMPANY INFORMATION

Corporate Name: Prod Test

Record ID #: PER-19-047-REN21-20Q3

Reporting Period: 07/01/2020 through 09/30/2020

Section B: CURRENT QUARTER AB939 FINANCIAL INFORMATION REPORTED

Eligible Receipts from Temporary C&D Disposal Service: \$500.00

Eligible Receipts from Temporary Non-C&D Disposal Service: \$400.00
Eligible Receipts from Refuse Routes (Black Bin): \$300.00
Total Receipts Subject to AB939 Compliance Fee: \$1,200.00
10% AB939 Compliance Fee for the Reporting Period: \$120.00
Late Payment Fee for the Reporting Period: \$0.00

Adjustments: TOTAL AB939 AMOUNT DUE: \$120.00

Section C. CURRENT QUARTER TONNAGE INFORMATION REPORTED

Facility	Bin Type	Commodity	Tons
Agromin Chino Composting	Black	Mixed Solid Waste (MSW)	5.50
25th Street Recycling	C&D Source Separated	Asphalt and Concrete	200.10
Test Facility	Black	Mixed Solid Waste (MSW)	300.00

If you have any issues accessing this report please contact ab939haulers@lacity.org or (213) 485-2260.