



CHARLES COUNTY GOVERNMENT  
**Department of Public Works**  
Facilities Division

**Martin L. Harris**  
Director

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In accordance with Section 9-1711 of the Environment Article, Annotated Code of Maryland and the Charles County Comprehensive Solid Waste Management Plan, each apartment and/or condominium owner (or Property Manager) must submit an Annual Reporting Form for Recycling to the Charles County Department of Public Works (DPW), Environmental Resources Division. In October 2014, Section 9-1711 became effective and required owners of apartment and/or condominium complexes with ten or more dwelling units to implement a recycling program for their tenants. In addition to registering the recycling program, the owner(s) are also required to submit an Annual Reporting Form for Recycling to DPW.

Please complete Sections 1 and 2 of the form and contact your recycling hauler to ensure accurate reporting. DPW is requiring all forms to be completed and submitted no later than April 1, 2023. The form is available and may be submitted online at [www.CharlesCountyMD.gov/recycling](http://www.CharlesCountyMD.gov/recycling). Forms may be emailed to [RomeroM@CharlesCountyMD.gov](mailto:RomeroM@CharlesCountyMD.gov) or mailed to the address below. Failure to submit the Annual Reporting Form may result in fines up to \$50 per day for noncompliance, per Section 9-1711 of the Environmental Article, Annotated Code of Maryland.

If you have any questions, please contact me at [RomeroM@CharlesCountyMD.gov](mailto:RomeroM@CharlesCountyMD.gov) or 301-932-3599.

Sincerely,

*Meg Romero*

Meg Romero  
*Recycling and Litter Control Superintendent*

Department of Public Works  
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