

Charles County Government
Department of Public Works
Environmental Resources Division
Apartment Building and Condominium Recycling Program (ABCR)
Annual Reporting Form
Reporting Period: January 1 through December 31, 2025
PLEASE PRINT CLEARLY ON BOTH SIDES

Name of Apartment/Condo. Complex: _____

Address of Complex: _____

Owner Name and Mailing Address: _____

Property Management Company (if applicable): _____

Contact: _____ **Email:** _____

Phone Number: _____ **# of Units in Complex:** _____

Please complete both **Section 1** and **Section 2** of this form and return by **April 1, 2026***. The form is available and may be submitted online at www.CharlesCountyMD.gov/recycling. Forms may be emailed to Coatesg@CharlesCountyMD.gov or mailed to the following address:

Charles County Government
Environmental Resources Division
Attn: Gail Coates
1001 Radio Station Road
La Plata, MD 20646

You will receive an email notification at the email address you provided above. Questions should be directed to the Division Office at 301-932-3599, or to Gail Coates at Coatesg@CharlesCountyMD.gov.

SECTION 1: RECYCLING COLLECTION CONTRACTORS

Name of Hauler: _____ **Contract Terms: From (month/year)** _____

Phone Number: _____ **to (month/year)** _____

Name of Hauler: _____ **Contract Terms: From (month/year)** _____

Phone Number: _____ **to (month/year)** _____

Name of Hauler: _____ **Contract Terms: From (month/year)** _____

Phone Number: _____ **to (month/year)** _____

*Failure to complete this form with accurate information by April 1, 2026, may result in fines (not to exceed \$50 per day) for each day of noncompliance.

Hauler's Name	Destination (If Self-Hauled)	Size of Collection Container(s)*	Number of Collection Containers	Collection Frequency**

*If unsure, your hauler should be able to provide this information. **Collection Frequency; *1-dumpster serviced 4 times a month.*

SECTION 2: RECYCLABLE MATERIALS

Apartment and Condominium complexes must collect (at a minimum) the following materials:

- Plastic bottles, jugs, and wide-mouth containers
- Metal Cans and Beverage Containers
- Glass bottles and jars
- Paper
- Cardboard

Please list any additional materials that were also collected under your program:

The undersigned hereby certifies that the information contained in this report is true and accurate. Records will be made available to the County for verification, if requested.

Print Name: _____ Title: _____

Authorized Signature: _____ Date: _____