



Northwest
Territories Environment and Natural Resources

**CHECKLIST TO COMPLETE SRBP RF1:
DEFECTIVE BAG REFUND REPORT - RETAILER**

Please follow the instructions below to report defective or unusable single-use retail bags:

1. Please provide the following items to your distributor of single-use retail bags:

- Completed SRBP RF1 'Defective Bag Refund Report - Retailer' form
- One defective bag
- Original proof of payment of surcharge on defective bags

2. Please provide to the Department of Environment and Natural Resources:

- One copy of completed SRBP RF1 submitted to distributor, including copies of supporting documents.
- One defective bag

3. Proof that no defective bag will be made available to the public is required. Please select one of the following option :

- Return entire lot of defective or unusable bags to distributor
- Deliver entire lot of defective or unusable bags to your local Beverage Container Program Depot

NB: Prior to delivering any faulty single-use retail bags (SRB) any Beverage Container Program depot, please notify ENR. ENR will provide an additional form (SRBP RF2) and instructions on how to proceed.

For assistance in completing this form or to submit a completed application form, please contact:

Environment Division
Department of Environment and Natural Resources
Government of the Northwest Territories
P.O. Box 1320
Yellowknife NT X1A 2L9
Attention: Waste Reduction Coordinator
Phone: (867) 873-7654
Fax: (867) 873-0221

Or, visit your local Environmental Protection Officer or Renewable Resources Officer.



<p>FOR OFFICIAL USE ONLY</p> <p>Date Received: _____</p> <p>Registration Number: _____</p> <p>Distributor: _____</p>
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DEFECTIVE BAG REFUND REPORT - RETAILER

1. Applicant (retailer): _____
2. Name refund should be addressed to (if different from name of applicant): _____
3. Mailing Address: _____

4. Name of Contact Person: _____
5. Telephone: _____ Fax: _____ Email: _____
6. Store address (If different from above)
 Mailing address: _____

7. Store phone: _____ Store Fax: _____
8. Number of unusable or defective single-use retail bags (SRB): _____
9. Total number of single-use retail bags in shipment (defective and non-defective): _____
10. Total fees paid on purchase of SRBs _____
11. Total value of refund requested: _____
12. Please attach original proof of payment of SRB surcharge to distributor

13. Please indicate which option you will select to ensure that no defective or unusable single-use retail bags are made available to the public:

- A. All defective bags will be returned to the distributor
- B. All defective bags will be delivered to the local beverage container depot

NB If selecting option B, please notify ENR and await instructions before delivering bags to depot.

14. Reason for refund request (please provide details of how bags are flawed or faulty):
(please attach additional pages if necessary)

15. Please include one defective bag as a sample to your distributor

16. Please send a copy of this form, including copies of all supporting documentation and a sample defective bag to the Department of Environment and Natural Resources (address provided at the end of this form)

CERTIFICATION

I/We hereby certify that:

- 1. The above statements are true to the best of my/our knowledge and belief; and**
- 2. I am/We are the applicant(s) applying for the refund or I am/we are authorized to make this application on behalf of the applicant.**

Applicant's Name(s): _____

Applicant's Signature(s): _____

Date: _____

Please note that additional relevant information may be required to determine if a refund is in order. Should this be the case, the Chief Environmental Protection Officer, or his or her authorized delegate, will contact you.

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