Instructions for Completing Compost Facility Annual Report Form

The Division of Waste Management and Radiation Control is not currently able to accept e-mailed form submissions. The attached form must be printed, signed as required by Utah Administrative Code R315-310-2(4), and mailed to the Division. Annual reports must be received by the Division on or before March 2, 2020 and should contain data for the calendar year 2019.

Complete all applicable sections of the form and save it. When printing, please print only the form pages. The instruction page should not be printed and mailed.

Completed forms should be mailed to:

Ty L. Howard, Director
Division of Waste Management and Radiation Control
P.O. Box 144880
Salt Lake City, Utah 84114-4880


or at
COMPOST FACILITY ANNUAL REPORT  
For Calendar year 2019

Administrative Information (Please enter all the information requested below - type or print legibly)

Facility Name: ____________________________
Facility Mailing Address: ____________________________
(Number & Street, Box and/or Route)
City: ____________________________ Zip Code: __________________
County: ____________________________

Owner
Name: ____________________________ Phone No.: (____)
Mailing Address: ____________________________
(Number & Street, Box and/or Route)
City: ____________________________ State: Utah Zip Code: __________________
Contact's Name: ____________________________ Title: __________________
Contact's Mailing Address: ____________________________
Phone No.: (____) Contact's Email Address: __________________

Operator (Complete this section only if the operator is not an employee of the Owner shown above)
Name: ____________________________ Phone No.: (____)
Mailing Address: ____________________________
(Number & Street, Box and/or Route)
City: ____________________________ State: Utah Zip Code: __________________
Contact's Name: ____________________________ Title: __________________
Contact's Mailing Address: ____________________________
Phone No.: (____) Contact's Email Address: __________________

Facility Status

☐ Currently in Operation ☐ Closed - Date: ____________________________  
(The "Closed - Date" is the date that all material was removed from the site)

Utah Disposal Fee (See Utah Code Annotated 19-6-119(6) and 19-6-119(7))

2019 Annual Disposal Fee Paid to State

Treatment $ _______ Annual Fee $ _______

(Fee for Disposal, Treatment, and Incineration @ $0.21 per ton – Transfer @ $0.11 per ton – Minimum yearly fee @ $500)
<table>
<thead>
<tr>
<th><strong>Annual Totals</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Scraps received in reporting period: ________ □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td>Yard Trimmings, received in reporting period: _______ □ Tons □ Cubic Yds (grass and wood chips)</td>
</tr>
<tr>
<td>Agricultural Organics received in reporting period: _______ □ Tons □ Cubic Yds (livestock, manure, food waste)</td>
</tr>
<tr>
<td>Compost Feed Stock received in reporting period: _______ □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td>Biosolids received in reporting period: _____________ □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td>Food Processing Residuals received in reporting period: □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td>Sewage Sludge received in reporting period: ___________ □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td>Drywall received in reporting period: ______________ □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td>Other Compostables received in reporting period: ________ □ Tons □ Cubic Yds</td>
</tr>
<tr>
<td><strong>Total Waste</strong> received in reporting period: __________ □ Tons □ Cubic Yds (Summarize amounts from lines above)</td>
</tr>
<tr>
<td>Product removed: ___________________________ □ Tons □ Cubic Yds</td>
</tr>
</tbody>
</table>

Has facility operated according to approved plan of operation □ Yes □ No

If no please contact the Solid Waste Section at 801/536-0200

**Signature:** ___________________________  **Date:** ___________________________

Signature should be by an executive officer, general partner, proprietor, elected official, or a duly authorized representative. A duly authorized representative must meet the requirements of the solid waste rules (UAC R315-310-2(4)(d)).

Print name: ___________________________  **Title:** ___________________________