

TIRE STEWARDSHIP BRITISH COLUMBIA ASSOCIATION (TSBC)

ADVANCE DISPOSAL FEES (ADF) RETURN

Revised: 02/24/12

Registrant Name (Operating name)		Registration Number	
Reporting Period (Calendar month in which tire sales occurred)		Due Date The ADF Return and related payment are due by the 15th day of the month following the Reporting Period . Interest is payable on all overdue amounts. A Return must be submitted for every month, even if there were no ADF applicable sales in the Reporting Period.	
YEAR			
SALES & ADF IN REPORTING PERIOD			
Tire Types	# Tires Sold	ADF Rate Per Tire	\$ ADF Due
Passenger & Light Truck / Motor Cycle / ATV / Free Rolling Farm Tires	X	\$ 5.00 =	, . 0 0
Medium Truck Tires	X	\$ 9.00 =	, . 0 0
Agricultural Drive Tires	X	\$ 15.00 =	, . 0 0
Logger / Skidder Tires	X	\$ 35.00 =	, . 0 0
TOTAL ADF DUE			, . 0 0
HST @ 12%			, .
TOTAL REMITTANCE PAYABLE (ADF + HST)			, .
WHERE TO REMIT:			
A cheque or money order for the total amount should be made payable to Tire Stewardship B.C. Association , attached to this ADF Return, and forwarded to the following address:			
Tire Stewardship B.C. PO Box 5366, Victoria B.C., V8R 6S4			
Note: Nil Returns can be faxed to 1 877 598 9119 or emailed to dwallace@tsbc.ca			
CERTIFICATION:			
I certify that the amounts indicated above are the amounts of the Advance Disposal Fees that I am required to remit for the reporting period indicated. I certify and agree that I hold Advance Disposal Fees in trust for Tire Stewardship B.C. Association (TSBC) and that TSBC is entitled to examine my records relating to sales of new tires and the remittance of the Advance Disposal Fees.			
Authorized signature:			
_____		Date: _____ / _____ / _____	
		Month	Day
		Year	



Advance Disposal Fees (ADF) are held in trust

Retailers are reminded that they hold the ADF **in trust** for TSBC and are required to make payments as noted below.

ADF Returns

Downloadable ADF forms are available at <http://www.tsbc.ca/pdf/ADFReturnForm.pdf> or under the “Industry Corner/ Already Registered?/ Retailers” section of the www.tsbc.ca website.

When to submit an ADF Return

If you sell new tires, including equipment with new tires, **it is your responsibility** to remit the applicable Advance Disposal Fees to Tire Stewardship BC. An ADF Return must be submitted for every month – even if **no** new tires were sold during the month. A **“nil” Return** can be faxed to TSBC at 1.877.598.9119 or emailed to dwallace@tsbc.ca. The ADF Return and any related payment are due by the 15th day of the month following the Reporting Period.

Selling tires to another TSBC registered business

If your customer is another TSBC registered retailer with a **5 digit** registration number they are exempt from paying the ADF on this transaction because they are required to remit it to TSBC when they sell or distribute the tire(s). The retailer’s registration number **must** be recorded on your sales invoice. To verify the retailer’s registration number please check the list of registered retailer on the www.tsbc.ca website under “Industry Corner/ List of Registered Participants/ Retailers”. You may also call the TSBC office during regular business hours at 1.866.759.0488.

Scrap Tire Pick Up

If you require scrap tire pickup please call Western Rubber at 1.866.497.0281.

Notification of sale or business closure

Your TSBC registration number is not transferable. If you sell or close your business it is very important that you advise TSBC as soon as possible to ensure your account is properly closed so you do not continue to be responsible for the Advance Disposal Fees.

Changes:

Please check here and we will contact you:

New Address	
New Email	
New Contact Person	
Closing Business	
Selling Business	
Sign Up as a Return to Retailer	
Other	

Your Name _____
Your Phone # _____
Your Registration # _____
Date _____