

**TIRE STEWARDSHIP BRITISH COLUMBIA ASSOCIATION (TSBC)**

ADVANCE DISPOSAL FEES (ADF) RETURN

Revised: 05/31/10

<b>Registrant Name</b> (Operating name)		<b>Registration Number</b>	
<b>Reporting Period</b> (Calendar month in which tire sales occurred)		<b>Due Date</b> The ADF Return and related payment are due by the <b>15<sup>th</sup> day of the month following the Reporting Period</b> . Interest is payable on all overdue amounts. A Return <b>must</b> be submitted for every month, even if there were no ADF applicable sales in the Reporting Period.	
<b>YEAR</b>			
<b>SALES &amp; ADFs IN REPORTING PERIOD</b>			
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
<b>TOTAL ADF DUE</b>			, . 0 0
<b>HST @ 12%</b>			, .
<b>TOTAL REMITTANCE PAYABLE (ADFs + HST)</b>			, .
<b>WHERE TO REMIT:</b>			
A cheque or money order for the total amount should be made payable to <b>Tire Stewardship B.C. Association</b> , attached to this ADF Return, and forwarded to the following address:			
<b>Tire Stewardship B.C. PO Box 5366, Victoria B.C., V8R 6S4</b>			
Note: Nil Returns can be faxed to (250) 598 9119 or toll free to 1 877 598 9119			
<b>CERTIFICATION:</b>			
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.			
<b>Authorized signature:</b>			
_____		<b>Date:</b> _____ / _____ / _____	
		Month	Day
		Year	



## Important Notes & Reminders

### 1. When to submit an ADF Return

An ADF Return must be submitted for every month – even if **no** new tires (or equipment with new tires on it) were sold during the month. A “nil” Return can be faxed to TSBC at 1.877.598.9119. The ADF return and any related payments are due by the 15<sup>th</sup> day of the month following the Reporting Period.

### 2. 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](http://www.tsbc.ca) website.

### 3. Selling tires to another 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, etc.) the tire(s). The retailer’s registration number **must** be recorded on your sales invoice. For a list of registered retailers to verify their registration number please visit [www.tsbc.ca](http://www.tsbc.ca) and click on “Industry Corner/ List of Registered Participants/ Retailers” section of our website. You may also type or copy and paste <http://www.tsbc.ca/pdf/registeredretailers.pdf> into your internet browser. You may also call the TSBC office during regular business hours at 1.866.759.0488.

### 4. Scrap Tire Pick Up

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

### 5. Notification of sale or business closure

Your TSBC registration number is not transferable so 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.

*If you sell a new tire (or equipment with new tires on it) **it is your responsibility** to remit the applicable Advance Disposal Fee(s) to Tire Stewardship BC.*