

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

**ADVANCE DISPOSAL FEES (ADF) RETURN**

<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; ADF IN REPORTING PERIOD</b>			
<b>Tire Types</b> (refer to Schedule A for detailed breakdown)	<b># Tires Sold</b>	<b>\$ ADF Rate Per Tire</b>	<b>\$ ADF Due</b>
Passenger & Light Truck / Motor Cycle / ATV / Free Rolling Farm Tires			
Medium Truck Tires			
Agricultural Drive Tires			
Logger / Skidder Tires			
<b>TOTAL ADF DUE</b>			
<b>GST</b>			
<b>TOTAL REMITTANCE PAYABLE (ADF + GST)</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 1 877 598 9119 or emailed to <a href="mailto:ecofees@tsbc.ca">ecofees@tsbc.ca</a>			
<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 <b>in trust</b> 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	



**The ADF is not a Government Tax**

If, as the retailer, you choose to recoup your cost from the consumer and you do so by adding a line item to the invoice you **must not** show the ADF as a government tax or imply it is a tax of any kind.

**Please remember to include your Registrant Name and 5 digit TSBC Registration Number on the Monthly ADF Return Form**

**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 [ecofees@tsbc.ca](mailto:ecofees@tsbc.ca). The ADF Return and any related payment are due by the 15<sup>th</sup> day of the month following the Reporting Period.

**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.

**Scrap Tire Pick Up**

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

**Any Changes?**

New Address	
New Email	
New Contact Person	
New Retailer Name	
Closing Business	
Selling Business	
Sign Up as a Return to Retailer (R2R)	
Other	

**Please check applicable box and email or fax back to us and we will contact you:**

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