

Beverage Manufacturer and Distributor Reporting and Payment Manual



California Department of Resources Recycling and Recovery

Revised September 2015

S T A T E O F C A L I F O R N I A

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Preface

The Department of Resources Recycling and Recovery (CalRecycle) prepared this manual to help beverage manufacturers and distributors complete the various reports and calculate payments required by the Beverage Container Recycling and Litter Reduction Act in Public Resources Code (PRC) Division 12.1, beginning at Section 14500, and in Title 14 of the California Code of Regulations (14 CCR), beginning at Section 2000.

Excerpts and paraphrases of applicable supporting sections of the PRC and 14 CCR have been included throughout this manual, along with references to the sections used. This manual does not intend to replace the PRC and/or 14 CCR pertaining to beverage manufacturers and distributors. Therefore, participants should refer to the referenced sections of the PRC and 14 CCR for the full context of each section.

It is recommended that participants periodically check with the CalRecycle [website](#) or call (916) 323-1837 or (916) 323-1835 to obtain the most recent copy of the published rates and of this manual since legislative and regulatory changes may occur since the last publication.

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Introduction

Overview of the California Beverage Container Recycling and Litter Reduction Act (Act)

The Act established the California Beverage Container Recycling Fund, which is administered by the Department of Resources Recycling and Recovery (CalRecycle or Department). Distributors and beverage manufacturers pay CalRecycle redemption payments and processing fees based upon the number of eligible beverage containers sold or transferred in California. The money is deposited into the fund and is used to pay California Refund Value (CRV), processing payments, handling fees, various grant and incentive based program expenditures, and administrative costs.

Beverage containers covered under the Act are those containers filled with:

- beer and other malt beverages;
- wine coolers and distilled spirit coolers;
- carbonated and noncarbonated mineral and soda waters;
- carbonated and noncarbonated waters;
- carbonated and noncarbonated soft drinks;
- sports drinks;
- carbonated and noncarbonated fruit drinks (with any percentage of fruit juice);
- coffees;
- tea drinks; and
- vegetable juices (16 ounces or less).

Beverages covered under the Act must be in liquid and ready-to-drink form, intended for human consumption, and sold in aluminum, glass, plastic, or bimetal containers.

“Beverage” does not include:

- wine, or wine from which alcohol has been removed in whole or in part, whether or not sparkling or carbonated;
- milk;
- medical food;
- infant formula; and
- 100 percent fruit juice in containers 46 ounces or greater in volume.

“Beverage Container” means the individual, separate bottle, can, jar, carton, or other receptacle, however denominated, in which a beverage is sold and which is constructed of aluminum, glass, plastic, or bimetal.

The legislative intent of the Beverage Container Recycling Program is to reach a statewide recycling goal of 80 percent, to significantly reduce the beverage container litter component in California, and to create and maintain a marketplace where it is profitable to establish sufficient recycling centers and locations to provide consumers with convenient recycling opportunities.

Introduction of the Department of Resources Recycling and Recovery (CalRecycle), Division of Recycling

CalRecycle's Division of Recycling manages California's Beverage Container Recycling Program. CalRecycle's goal is to promote the beverage container recycling efforts of California consumers by providing assistance and educational information. CalRecycle also works to increase participation in the program by promoting and supporting expanded markets for recycled materials.

The success of the program depends on effective coordination between government and the private sector. Communication and availability of information plays an important role in developing this coordination.

CalRecycle also allocates funds in the form of grants to cities, counties, local community conservation corps, and other organizations for recycling activities, litter abatement, and public education; certifies operators of processing facilities, recycling centers, and drop-off and collection programs; registers curbside programs; establishes the CRV per pound processing fee and processing payment rates; and performs audits and investigations.

Overview of Beverage Manufacturers and Distributors

A beverage manufacturer is any person who bottles, cans, or otherwise fills beverage containers, or imports filled beverage containers into California, for sale or transfer to distributors, dealers, or consumers. For beer and other malt beverages manufactured outside the state, the out-of-state vendor holding a certificate of compliance with the Department of Alcoholic Beverage Control shall be deemed to be the beverage manufacturer. Beverage manufacturers are required to submit reports and pay processing fees on beverage containers for which a processing fee applies.

A distributor is every person who engages in the sale or transfer of beverages to a dealer or consumers in California. This includes any manufacturer who engages in these sales or transfers, and any person who imports beverages from outside California for sale or transfer to dealers or consumers. Distributors are required to pay CalRecycle the redemption payment (CRV) for every beverage container, other than a refillable beverage container, sold or transferred, less the administrative fees.

A company may be designated as a beverage manufacturer, distributor, or both, depending on their business practices regarding manufacturing, importing, and sales of beverages.

Division of Recycling Integrated Information System (DORIIS)

The Division of Recycling Integrated Information System (DORIIS) is a free Internet-based tool for the recycling community. DORIIS gives beverage manufacturers and distributors the ability to quickly submit reports online, view reporting and payment history, and submit amendments, and it prevents errors that could be made due to mathematical miscalculations.

Beverage manufacturers and distributors are required to submit reports for processing fees and California Redemption Value (CRV) electronically through this online portal.

Beverage Manufacturer Record-Keeping and Reporting Procedures

Definitions

A beverage manufacturer is any person who bottles, cans, or otherwise fills beverage containers, or imports filled beverage containers, for sale or transfer to distributors, dealers or consumers (PRC Section 14506). Notwithstanding Section 14506, the beverage manufacturer shall be deemed to be the person or entity named on the certificate of compliance issued pursuant to Section 23671 of the Business and Professions Code (PRC 14575(2)(A)).

A beverage manufacturer includes any person who imports filled beverage containers, including:

- (A) Any consignee of filled beverage containers brought into California from other states or countries, when the filled beverage containers are for delivery, use, or sale in California.
- (B) Any person or entity to whom delivery is first made in California of filled beverage containers brought in from other states or countries, when the filled beverage containers are for delivery, use, or sale in California.
- (C) Any person or entity bringing filled beverage containers into California from other states or countries without being consigned to any person, when the filled beverage containers are for delivery, use, or sale in California (14 CCR Section 2000(a)(3.2)).

A processing fee is a required fee paid by beverage manufacturers on CRV beverage containers when the cost to recycle the container exceeds the scrap value (PRC, Section 14575). The processing fees collected are used to offset the costs associated with recycling hard-to-recycle materials and are paid on CRV containers made of glass, bimetal and all plastics 1 through 7. Processing fees are not paid on aluminum containers because the scrap value of aluminum is greater than the cost of recycling the container.

Processing fees are subject to change and vary depending upon the beverage container material type. The CalRecycle website lists [current reporting rates and Process Fee Notices](#).

Applicability

Every beverage manufacturer is required to report and pay processing fees on beverage containers for which a processing fee applies (PRC, Section 14575(g)(1)). For beer and other malt beverages imported into California, the beverage manufacturer is the person or entity named on the certificate of compliance issued by the California Department of Alcoholic Beverage Control (PRC Section 14575(2)(A)).

California beverage manufacturers may enter into an agreement with another entity or entities to report and make payments on the beverage manufacturer's behalf (14 CCR Section 2230(c)).

Beverage manufacturers must notify CalRecycle if another entity has agreed to report and make processing fee payments on their behalf. Notification must be submitted in writing within 20 working days of the initial agreement (14 CCR Section 2230(c)).

NOTE: A California beverage manufacturer who enters into such an agreement is responsible for all reporting and payment requirements and is liable for any overdue and unpaid processing fees (14 CCR Section 2230(f)).

Record-Keeping

Below is a listing of the records that must be maintained by beverage manufacturers. All business records are subject to audit by CalRecycle pursuant to 14 CCR Section 2075 and must be retained for at least five years following their preparation pursuant to 14 CCR Section 2085.

Please refer to the referenced sections of 14 CCR for specific record information:

- Transactions with Container Manufacturers. Applicable bills of lading and other shipping documents (14 CCR Section 2235(a)).
- Disposition of Rejected Containers. Records shall include receipts or statements signed by the recycling center, processor, or other recipient. Receipts shall state the weight by material type and payment or credit granted (14 CCR Section 2235(b)).
- Sales and Transfers of Beverage Containers by Beverage Manufacturer. Individual sale or transfer records of all sales or transfers to distributors, dealers, or consumers, and any payments made (14 CCR Section 2235(c)).
- Beverage Manufacturer Report and Payments. Copies of all beverage manufacturer reports and proof of processing fees paid to CalRecycle (14 CCR Section 2235(d)).

Reporting Processing Fees

Beverage manufacturers are required to submit reports for processing fees electronically through DORIIS, CalRecycle's online portal (PRC Section 14553(b)).

A completed Portal Access Request (PAR) form, with original signatures, must be submitted before online reporting access will be granted. Once your request for online access has been processed, you will receive an email with your login information.

The [PAR form](#) is available for downloading on the CalRecycle website.

Submitting a Beverage Manufacturer Report

- 1) Log in to DORIIS: Go to <https://doriis.calrecycle.ca.gov/> and enter your User Name and Password.

Login Page

WELCOME TO THE STATE OF CALIFORNIA

NOTICES

Welcome to Division of Recycling

DORIIS will be unavailable every Wednesday 7:00 P.M. - 10:00 P.M. for regular system maintenance.

Upcoming Recycler Training

Beverage Container Recycling Program Reform

Beverage Manufacturers & Distributors

Are you a beverage manufacturer or distributor who isn't registered with CalRecycle, or a dealer who imports beverages from out-of-state or foreign countries? [Try our new online Registration Form!](#)

[New Redemption Payment Due Date](#)

[Processing Fee and CRV Rates for 2013](#)

[2013 Reporting and Payment Calendar](#)

Recyclers & Processors

New! Deactivation Request Online Form- Click on the link to submit a single deactivation request.

If you have more than one transaction to be deactivated please send an email to doriisparticipanthelpdesk@calrecycle.ca.gov. Please include the material type, transaction number and Shipper ID for each transaction. We are no longer accepting requests over the phone due to accuracy issues.

Welcome [Login](#)

Enter your user name and password to login.

User Name

Password

User Name and Password

HELP AND CONTACT

Forgot your DORIIS Password?

[Click here to reset your password](#)

Important! You must setup a password challenge phrase and answer.

[Click here to setup/update your challenge phrase](#)

Did You Know?

You can access training resources online!

[DORIIS Recycler & Processor Training Resources](#)

[DORIIS Beverage Manufacturer & Distributor Training Resources](#)

Having Trouble Accessing DORIIS?

[View the DORIIS Minimum Browser Requirements](#)

[DORIIS Troubleshooting Guide](#)

Don't have Adobe Acrobat Reader? [Download it here.](#)

- 2) Your company's Home Page will appear.

In the lower portion of the screen, you will see a section titled "Application Navigator—Tree Mode." Click on the "plus" (+) symbol next to the folder titled "Beverage Manufacturer."

The folder will open to show you two options:

- Create New Manufacturer Report
- Amend Prior Manufacturer Report

- 3) Select "Create New Beverage Manufacturer Report." The online report form will open.

Home Page

The screenshot shows the user interface for Alice Anderson. At the top, it says "WELCOME TO THE STATE OF CALIFORNIA" and "Welcome: AANDERSON@ABCSDA.COM Logout". Below this is a navigation bar with links: Home, Missing Report Periods, My Beverage Manufacturer Reports, My Distributor Reports, My Payments, Account History, and Online Statement. The "My Information" section displays personal and account details, including business and mailing addresses for ABC Soda in Buena Park, CA, and contact information for Lisa Martinez and John Green. An "Account Summary" section shows a balance of \$0.00 and zero missing reports, with "Pay By Mail" and "Pay Online" buttons. The "Applications Navigator" is in tree mode, listing options for Beverage Manufacturer, Distributor, and DORIIS Preferences. A red arrow points to "Create New Beverage Manufacturer Report", which is accompanied by the text "Select Create New Beverage Manufacturer Report". A "Back to Top" link is at the bottom.

- 4) Click the "Choose Year" drop-down menu for Reporting Year and select the year.
- 5) Click the "Choose Month" drop-down menu From First Day Of and select the month you would like to report for.
- 6) Click the "Choose Month" drop-down menu To Last Day Of and select the reporting month.

NOTE:

- **For most beverage manufacturers, the From First Day Of and To Last Day Of will be the same month (e.g., May to May). You may only report for multiple months if your company has been pre-authorized by CalRecycle as an Annual Reporter.**
- **If you have not been authorized as an Annual Reporter, the system will issue an error notice and your report will not be processed.**

Beverage Manufacturer Report Page

* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id: [081234.001] Reporting Year: [2015] From First Day Of: [JAN] To Last Day Of: [JAN] [] Nothing to Report

Company Name: [ABC Soda] Address: [123 Soda Ave, Irvine Park, CA 92620]

Container Type	Container Count (A)	Unit Fee (B)	Processing Fee (A)x(B)
[Choose Material]	[]	[]	[]
[Add Another Row]			

[Calculate] Total Due: []

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

* I Agree Submission Date: [05/01/2015]

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- 7) To report beverage containers sold, click on the “Choose Material” drop-down menu located in the column titled “Container Type,” and select a material type.
- 8) Under the “Container Count (A)” field, enter the number of individual beverage containers (each bottle or can etc.) sold or transferred in California for that material type. Do not enter anything into the “Unit Fee (B)” or “Processing Fee (A) x (B)” fields.

NOTES:

- **Beverage container count must include all containers sold or transferred in California including promotional items, donations, sample “give-aways” and Internet sales shipped to a California address.**
- **Only beverage containers that are sold/transferred in California must be reported.**
- **Do not include beverage products that are still listed as your inventory.**

Beverage Manufacturer Report Page

* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id: 0041234.001 Reporting Year: 2015 From First Day Of: JAN To Last Day Of: JAN Nothing to Report

Company Name: ABC Soda
Address: 123 Soda Ave
Beverly Hills, CA 90001

Container Type	Container Count (A)	Unit Fee (B)	Processing Fee (A)x(B)
1 Plastic PETE Processing	15000		
BI-METAL Processing Fee	400		

 Total Due: 0.00

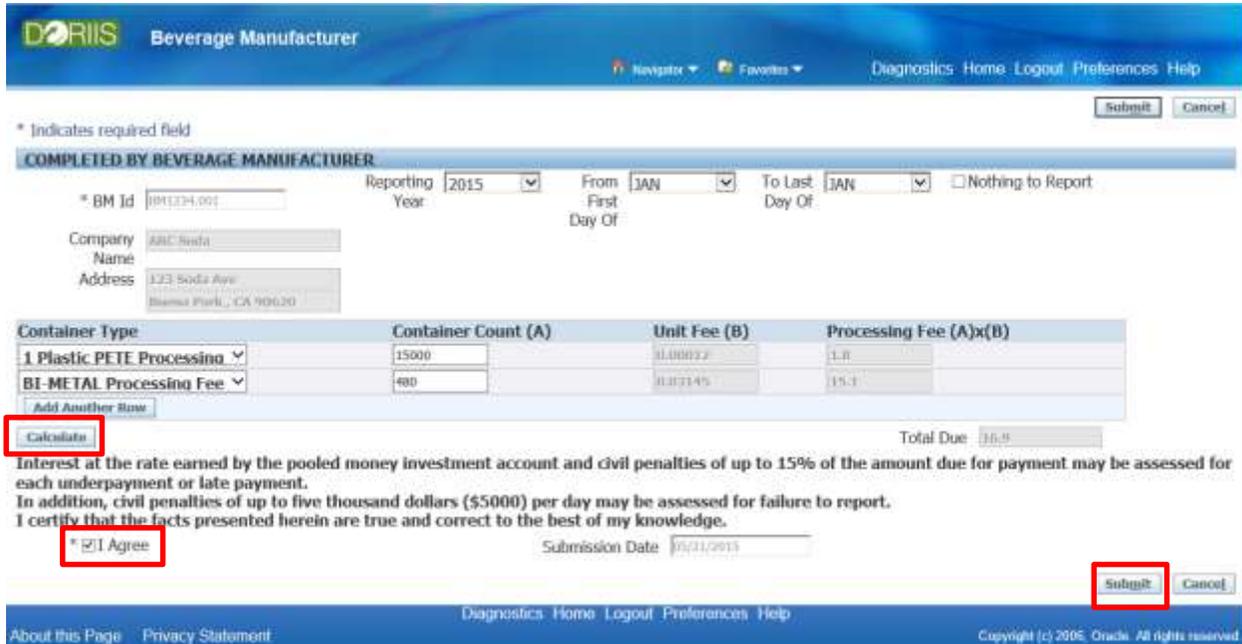
Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date: 05/21/2013

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- 9) For additional container types, click the “Add Another Row” button, and select the next material. This selection must be different from the previous material selected.
- 10) Under the “Container Count (A)” field enter the number of containers sold for that material type. Do not enter anything into the “Unit Fee (B)” or “Processing Fee (A) x (B)” fields.
- 11) Once all material types and sizes have been reported, select the “Calculate” button. DORIIS will calculate the amount due.
- 12) Check the “I Agree” box, indicating you agree with the terms and conditions listed. (This is a required field.)
- 13) Select the “Submit” button. The Beverage Manufacturer Report Review page will open.

Beverage Manufacturer Report Page



* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id: Reporting Year: From First Day Of: To Last Day Of: Nothing to Report

Company Name: Address:

Container Type	Container Count (A)	Unit Fee (B)	Processing Fee (A)x(B)
1 Plastic PETE Processing	15000	0.00022	3.3
BI-METAL Processing Fee	400	0.03714%	15.1

Total Due:

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date:

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- 14) No Beverage Container Sales - If you had zero beverage sales for the period, check the "Nothing to Report" box. Don't select a container type.

NOTE: Reports are required every month even if no beverage sales or transfers have occurred.

- 15) Check the "I Agree" box, indicating you agree with the terms and conditions listed. (This is a required field)
- 16) Select the "Submit" button. The Beverage Manufacturer Report Review page will open.

Beverage Manufacturer Report Page

* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id Reporting Year From First Day Of To Last Day Of Nothing to Report

Company Name
Address

Container Type	Container Count (A)	Unit Fee (B)	Processing Fee (A)x(B)
<input type="text" value="Choose Material"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Due

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date

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- 17) Review your submission for entry errors. If beverage container counts showing are not correct, select "Edit Report" and repeat previous steps.
- 18) If review is correct, select the "Continue Submission" button.

NOTES:

- **The report will not be processed until you select "Continue Submission."**
- **Exiting the page or logging out before selecting the "Continue Submission" button will delete your entry, and your report will not be submitted.**

Beverage Manufacturer Review Page

DORIS Beverage Manufacturer

Diagnosics Home Logout Preferences

[Edit Report](#) [Continue Submission](#)

Beverage Manufacturer Report Review

Please review your Beverage Manufacturer Report information for:

BM ID: **BM1234.001**
Company Name: **ABC Soda**
Address: **123 Soda Ave
Buena Park , CA 90620**

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Containers

Container Type	Container Count
1 Plastic PETE Processing Fee	15000
BI-METAL Processing Fee	480

Total Amount of Report: **16.9**

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

[Edit Report](#) [Continue Submission](#)

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- 19) A Beverage Manufacturer Report Confirmation window will appear. **Print a copy of this page for your records.**

Beverage Manufacturer Confirmation Page

Beverage Manufacturer Report Confirmation
Thank you for submitting your Beverage Manufacturer Report

Your Transaction: 76962
Confirmation No. is :
BM ID: **BM1234.001**
Company Name: **ABC Soda**
Address: **123 Soda Ave**
Buena Park , CA 90620

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Containers

Container Type	Container Count
1 Plastic PETE Processing Fee	15000
BI-METAL Processing Fee	480

Total Amount of **16.9**
Report:

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

Please Print a copy for your records
Return to the Main Page to submit another report or to select a payment option.

Printable Page Return

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- 20) To submit additional beverage manufacturer or distributor reports, click the “Return” button. This will return you to the Home page. Begin the process again.
- 21) When all reports have been submitted, return to the “Home” page to select a payment option.
- 22) See Page 38, “Make a CRV or Processing Fee Payment,” for more information.

Amending Beverage Manufacturer Reports

An amendment is filed by a beverage manufacturer to correct an inaccurate container count submitted on a past report. Amendments can be submitted for reporting periods up to 24 months prior to the date of the submission.

Amendments must be completed for the reporting period in which the original beverage container sales were reported to CalRecycle. **Negative counts are not valid and cannot be processed.**

Amendments that create credits may be subject to review and verification by CalRecycle. Be prepared to provide documentation to support your credit upon request of a CalRecycle representative.

Submitting a Beverage Manufacturer Amendment

- 1) Log in to DORIIS: Go to <https://doriis.calrecycle.ca.gov/> and enter User Name and Password.

Login Page

CA.GOV WELCOME TO THE STATE OF CALIFORNIA

Welcome [Login](#)

NOTICES

Welcome to Division of Recycling

DORIIS will be unavailable every Wednesday 7:00 P.M. - 10:00 P.M. for regular system maintenance.

[Upcoming Recycler Training](#)

[Beverage Container Recycling Program Reform](#)

Beverage Manufacturers & Distributors

Are you a beverage manufacturer or distributor who isn't registered with CalRecycle, or a dealer who imports beverages from out-of-state or foreign countries? [Try our new online Registration Form!](#)

[New Redemption Payment Due Date](#)

[Processing Fee and CRV Rates for 2013](#)

[2013 Reporting and Payment Calendar](#)

Recyclers & Processors

[New! Deactivation Request Online Form- Click on the link to submit a single deactivation request.](#)

If you have more than one transaction to be deactivated please send an email to doriisparticipanthelpdesk@calrecycle.ca.gov. Please include the material type, transaction number and Shipper ID for each transaction. We are no longer accepting requests over the phone due to accuracy issues.

Login

Enter your user name and password to login.

User Name

Password

HELP AND CONTACT

Forget your DORIIS Password?

[Click here to reset your password](#)

Important! You must setup a password challenge phrase and answer.

[Click here to setup/update your challenge phrase](#)

Did You Know?

You can access training resources online!

[DORIIS Recycler & Processor Training Resources](#)

[DORIIS Beverage Manufacturer & Distributor Training Resources](#)

Having Trouble Accessing DORIIS?

[View the DORIIS Minimum Browser Requirements](#)

[DORIIS Troubleshooting Guide](#)

Don't have Adobe Acrobat Reader? [Download it here.](#)

2) Your company's Home Page will appear.

In lower portion on screen you will see a section titled "Application Navigator—Tree Mode." Select or click on the "plus" (+) symbol next to the folder titled "Beverage Manufacturer."

The folder will open to show you two options:

- Create New Beverage Manufacturer Report
- Amend Prior Beverage Manufacturer Report

3) Select or click "Amend Prior Beverage Manufacturer Report."

Home Page

Welcome to the State of California. Account: Lisa Martinez Rep: (916) 322-4180

My Information: Hello Alice Anderson Of BM1234.001 / DS5678.001

Business Address: ABC Soda, 123 Soda Ave, Buena Park, CA 90620

Mailing Address: ABC Soda, 123 Soda Ave, Buena Park, CA 90620

Primary Contact: Alice Anderson Phone: (123) 555-8899

Secondary Contact: John Green Phone: (123) 555-8899

Go to 'DORIIS Preferences' and select 'Change Profile' to report for another company.

Account Summary: Your Account Balance is: \$0.00

Missing Beverage Manufacturer Reports: 0

Missing Distributor Reports: 0

Applications Navigator - Tree Mode

- Beverage Manufacturer
 - Create New Beverage Manufacturer Report
 - Amend Prior Beverage Manufacturer Report
- Distributor
 - Create New Distributor Report
 - Amend Prior Distributor Report
- DORIIS Preferences

Back to Top

- From the list of reports available, find the reporting period you would like to amend. Select the corresponding blue hyperlink listed in the Transaction Number column.

Beverage Manufacturer Report Search Page

DORIIS Beverage Manufacturer

Search Manufacturer Report Transactions

BM Id: BM1234.001

Click on a Transaction Number to correct a Manufacturer Report

Period From	Period Thru	Transaction Number	Total Amount
01/01/2015	01/31/2015	76962	16.9
12/01/2014	12/31/2014	76963	
11/01/2014	11/30/2014	76964	85.21

Diagnosics Home Logout Preferences Help

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- The amendment window will appear and you will see the container counts previously reported.
- If original submission has zero sales, uncheck the "Nothing to Report" box.

Beverage Manufacturer Amendment Window

* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id: [091224.001] Reporting Year: [2014] From First Day Of: [DEC] To Last Day Of: [DEC] Nothing to Report

Company Name: [ABC Soda] Address: [123 Soda Ave, Bakers Park, CA 90620]

Container Type	Original Container Count	Container Count (A)	Net Difference	Unit Fee (B)	Processing Fee (A)x(B)
GLASS Processing Fee				0.00112	
5 Plastic PP Processing				0.04505	

Total Due: [0]

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date: [05/21/2013]

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- 7) To change a container count, go to the column titled Container Count (A).
- 8) Select the field(s) of the material to be corrected, remove the containers count listed and replace with the corrected total sales count(s). The replacement number can be higher than the original, lower than the original, or zero, but can't be a negative number.

NOTES:

- **Only change the container counts for the material types that need correction. The other amounts will default to their original reported amounts.**
 - **Negative counts are not valid and cannot be processed.**
- 9) To add additional material types, click the "Add Another Row" button, and select the new material type.

Beverage Manufacturer Amendment Window

* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id: 091234,011 Reporting Year: 2015 From First Day Of: JAN To Last Day Of: JAN Nothing to Report

Company Name: ABC Soda Address: 123 Soda Ave, Buena Park, CA 90620

Container Type	Original Container Count	Container Count (A)	Net Difference	Unit Fee (B)	Processing Fee (A)x(B)
Plastic, PETE Processing Fee	15000	15000	0	0.00012	1.8
BI-METAL Processing Fee	400	400	0	0.03145	12.6

 Total Due: 36.0

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date: 05/31/2015

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- 10) Click the "Calculate" button to calculate the amended report total.
- 11) Check the "I Agree" Box, indicating you agree with the terms and conditions listed. (This is a required field.)
- 12) Select the "Submit" button, which will take you to the Beverage Manufacturer Report Review page.

Beverage Manufacturer Amendment Window

* Indicates required field

COMPLETED BY BEVERAGE MANUFACTURER

* BM Id: [041234501] Reporting Year: [2015] From First Day Of: [JAN] To Last Day Of: [JAN] Nothing to Report

Company Name: [ABC Soda] Address: [123 Soda Ave, Buena Park, CA 90630]

Container Type	Original Container Count	Container Count (A)	Net Difference	Unit Fee (B)	Processing Fee (A)x(B)
1 Plastic PETE Processing	15000	11000	-4000	0.00012	1.32
BE METAL Processing Fee	400	200	-200	0.03145	6.29

Add Another Row

Calculate Total Due: 7.61

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date: [05/21/2015]

Submit **Cancel**

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- 13) Review your submission for entry errors. If container counts showing are not correct, select "Edit Report," and repeat previous steps.
- 14) If the review is correct, select the "Continue Submission" button. The new total report value will appear.

NOTES:

- **The report will not be processed until you select "Continue Submission."**
- **Exiting the page or logging out before selecting the "Continue Submission" button will delete your entry, and your amendment will not be submitted.**

Beverage Manufacturer Review Page

 Beverage Manufacturer[Navigator](#) [Favorites](#) [Diagnostics](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

Beverage Manufacturer Report Review
Please review your Beverage Manufacturer Report information for:

BM ID: **BM1234.001**
Company Name: **ABC Soda**
Address: **123 Soda Ave**
Buena Park , CA 90620

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Containers

Container Type	Container Count
1 Plastic PETE Processing Fee	11000
BI-METAL Processing Fee	200

Total Amount of **7.61**
Report:

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

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- 15) A Beverage Manufacturer Report Confirmation window will appear. **Print a copy of this page for your records.**

Beverage Manufacturer Confirmation Page

DORIIS Beverage Manufacturer

Navigator Favorites Diagnostics Home Logout Preferences Help

Beverage Manufacturer Report Confirmation

Thank you for submitting your Beverage Manufacturer Report

Your Transaction: **76965**
confirmation No. is :

BM ID: **BM1234.001**
Company Name: **ABC Soda**
Address: **123 Soda Ave**
Buena Park , CA 90620

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Containers

Container Type	Container Count
1 Plastic PETE Processing Fee	11000
BI-METAL Processing Fee	200

Total Amount of **7.61**
Report:

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

Please Print a copy for your records
Return to the Main Page to submit another report or to select a payment option.

Printable Page Return

Diagnosics Home Logout Preferences Help

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16) To submit additional reports or amendments, click the “Return” button, and begin the process again.

17) When all reports have been submitted, return to the “Home” page.

18) The home page will show if additional amounts are due or if a credit has been created.

NOTE: Credits are noted with parentheses.

19) Nothing is required if a credit has been created. Please see Page 44, “Credits: Overpayments and Refunds,” for more information on using credits.

20) If additional amounts are due, select a payment option. See Page 38, “Make a CRV or Processing Fee Payment,” for more information.

Distributor Record-Keeping and Reporting Procedures

Definition

A distributor is any person who engages in the sale or transfer of beverages in beverage containers to a dealer in California, including any manufacturer who engages in these sales or transfers, and any person who imports beverages from outside California for sale or transfer to dealers or consumers in California (PRC Section 14511).

California Redemption Value (CRV) is a regulatory fee (PRC Section 14562) established to encourage recycling and discourage littering. CRV is paid on qualifying beverages and is refunded when the container is redeemed at a recycling center.

Applicability

Every distributor shall pay CalRecycle the redemption payment for every beverage container, other than a refillable beverage container, sold or transferred to a dealer or consumer, less 1.5 percent for the distributor's administrative costs (PRC Section 14574(a)(1) and 14 CCR Section 2320).

California beverage distributors may enter into an agreement with another entity to report and make payment on the distributor's behalf (14 CCR Section 2300(b)). Distributors must notify CalRecycle if another entity has agreed to report and pay on their behalf. Notification must be submitted in writing within 20 working days of the initial agreement (14 CCR Section 2300(b)).

NOTE: A California distributor who enters into such an agreement is responsible for all reporting and payment requirements and is liable for any overdue or unpaid CRV (14 CCR Section 2300(e)).

Record-Keeping

Below is a listing of the records that must be maintained by distributors. All business records are subject to audit by CalRecycle pursuant to 14 CCR Section 2075 and must be retained for at least five years following their preparation pursuant to 14 CCR Section 2085.

- **Receipt of Beverage Containers.** Records, by individual sale or transfer, of all beverage containers received (14 CCR Section 2305(a)).
- **Sale or Transfer of Beverage Containers.** Records, by individual sale or transfer, of all beverage containers sold or transferred to other distributors, dealers, or consumers (14 CCR Section 2305(b)). Required records include bills of lading for items shipped out of state.
- **Distributor Reports and Payments.** Copies of all distributor reports and proof of redemption payments made to CalRecycle (14 CCR Section 2305(c)).
- **Disposition of Rejected Containers.** Records shall include receipts or statements signed by the recycling center, processor or other recipient. Receipts shall state the weight by material type and any payment or credit granted (14 CCR Section 2305(d)).

Reporting California Redemption Value (CRV)

Beverage distributors are required to submit reports for CRV electronically through DORIIS, CalRecycle's online portal (PRC Section 14553(b)).

A completed Portal Access Request (PAR) form, with original signatures, must be submitted before online reporting access will be granted. Once your request for online access has been processed, you will receive an email with your login information.

The [PAR form](#) is available for downloading on the CalRecycle website.

Submitting a Distributor Report

- 1) Log in to DORIIS: Go to <https://doriis.calrecycle.ca.gov/> and enter User Name and Password.

Login Page

WELCOME TO THE STATE OF CALIFORNIA

NOTICES

Welcome to Division of Recycling

DORIIS will be unavailable every Wednesday 7:00 P.M. - 10:00 P.M. for regular system maintenance.

Upcoming Recycler Training

Beverage Container Recycling Program Reform

Beverage Manufacturers & Distributors

Are you a beverage manufacturer or distributor who isn't registered with CalRecycle, or a dealer who imports beverages from out-of-state or foreign countries? [Try our new online Registration Form!](#)

[New Redemption Payment Due Date](#)

[Processing Fee and CRV Rates for 2013](#)

[2013 Reporting and Payment Calendar](#)

Recyclers & Processors

New! Deactivation Request Online Form- Click on the link to submit a single deactivation request.

If you have more than one transaction to be deactivated please send an email to doriisparticipant@calrecycle.ca.gov. Please include the material type, transaction number and Shipper ID for each transaction. We are no longer accepting requests over the phone due to accuracy issues.

WELCOME TO THE STATE OF CALIFORNIA

Enter your user name and password to login.

User Name

Password

Login

User Name and Password

HELP AND CONTACT

Forget your DORIIS Password?

[Click here to reset your password](#)

Important! You must setup a password challenge phrase and answer.

[Click here to setup/update your challenge phrase](#)

Did You Know?

You can access training resources online!

[DORIIS Recycler & Processor Training Resources](#)

[DORIIS Beverage Manufacturer & Distributor Training Resources](#)

Having Trouble Accessing DORIIS?

[View the DORIIS Minimum Browser Requirements](#)

[DORIIS Troubleshooting Guide](#)

Don't have Adobe Acrobat Reader? [Download it here.](#)

In lower portion on screen you will see a section titled "Application Navigator—Tree Mode." Select or click on the "plus" (+) symbol next to the folder titled "Distributor." The folder will open to show you two options:

- Create New Distributor Report
- Amend Prior Distributor Report

3) Select or click the option, “Create New Distributor Report.”

Home Page

The screenshot shows the user interface for Alice Anderson. At the top, it says "WELCOME TO THE STATE OF CALIFORNIA" and "Welcome AANDERSON@ABC SODA.COM Logout". Below this is a navigation bar with options like Home, Missing Report Periods, My Beverage Manufacturer Reports, My Distributor Reports, My Payments, Account History, and Online Statement. The main content area is divided into sections: "My Information" (showing account details for Alice Anderson and Lisa Martinez), "Account Summary" (showing a balance of \$0.00 and zero missing reports), and "Applications Navigator" (a tree view of options). A red arrow points to the "Create New Distributor Report" link in the "Distributor" sub-section. A text box next to the arrow says "Select 'Create New Distributor Report'".

- 4) Click on the “Choose Year” drop-down menu and select the reporting year.
- 5) Click on the “Choose Month” drop-down menu. For “From First Day Of,” select the report month.
- 6) Click on the “Choose Month” drop-down menu. For “To Last Day Of,” select the report month.

NOTES:

- For most distributors, the “From First Day Of” and “To Last Day Of” will be the same month (e.g., May to May). You may only report for multiple months if your company has been pre-authorized by CalRecycle as an Annual Reporter.
- If you have not been authorized as an Annual Reporter, the system will issue an error notice, and your report will not be processed.

Distributor Report Page

* Indicates required field

COMPLETED BY DS

* DS Id: [XXXXXXXXXX]

Reporting Year: 2015 From: JAN To Last Day Of: JAN Nothing to Report

Company Name: ABC Soda
Address: 123 Soda Ave, Broomfield, CA 95620

Refillable Glass Container Sold or Transferred Count	0
Refillable OTHER Container Sold or Transferred Count	0
Refillable Glass Container Returned Count	0
Refillable OTHER Container Returned Count	0

Under 24 Ounces Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
Choose Material Type			
<input type="button" value="Add Under 24 Oz Containers Row"/>			

24 Ounces and Larger Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
Choose Material Type			
<input type="button" value="Add 24 Oz and Larger Containers Row"/>			

Total	0.00
Admin Fee	0.00
CRV Due (Total - Admin Fee)	0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date: 11/21/2015

Diagnosics Home Logout Preferences Help

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- 7) To report beverage containers under 24 ounces, click the “Choose Material Type” drop-down menu located below the “Under 24 Ounces Containers—Container Type” section and select a material type.
- 8) Enter the number of individual beverage containers (each bottle or can) sold for that material type in the Container Count (A) column. Do not enter anything into the “Rate (B)” or “CRV (A) x (B)” columns.

NOTES:

- **Beverage container count must include all containers sold or transferred in California including promotional items, donations, sample “give-aways,” and Internet sales shipped to a California address.**
 - **Only beverage containers that are sold/transferred in California must be reported.**
 - **Do not include beverage products that are still listed as your inventory.**
- 9) For additional container types, click the “Add Under 24 Oz Containers Row” button and select the next material. This selection must be different from the previous material selected.

- Enter the number of containers sold for that material type in the Container Count (A) column. Do not enter anything into the “Rate (B)” or “CRV (A) x (B)” columns.

Distributor
Report Page

* Indicates required field

COMPLETED BY DS

* DS Id: 073870.001 Reporting Year: 2015 From First Day Of: JAN To Last Day Of: JAN Nothing to Report

Company Name: ABC Soda Refillable Glass Container Sold or Transferred Count: 0
 Address: 123 Soda Ave Refillable OTHER Container Sold or Transferred Count: 0
 Bakers Park, CA 90020 Refillable Glass Container Returned Count: 0
 Refillable OTHER Container Returned Count: 0

Under 24 Ounces Containers	Container Count (A)	Rate (B)	CRV (A)x(B)
1 Plastic PETE under	15000	X	X
GLASS under 24 oz	900	X	X

24 Ounces and Larger Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
Choose Material Type			

Calculate Total: 0.00
 Admin Fee (Total * 1.50%): 0.00
 CRV Due (Total - Admin Fee): 0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment. In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report. I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date: 05/21/2015

- To report containers 24 ounces or larger, click the “Choose Material Type” drop-down menu located below the “24 Ounces and Larger Containers—Container Type” section and select a material.
- Enter the number of individual beverage containers (each bottle or can) sold for that material type in the Container Count (A) column. Do not enter anything into the “Rate (B)” or “CRV (A) x (B)” columns.
- For additional container types, click the “Add 24 Oz or Larger Containers Row” button, and select the next material. This selection must be different from the previous material selected.
- Enter the number of containers sold for that material type in the Container Count (A) column. Do not enter anything into the “Rate (B)” or “CRV (A) x (B)” columns.

Distributor Report Page

DORIIS Distributor

[Navigator](#) [Favorites](#) [Diagnostics](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

* Indicates required field

COMPLETED BY DS

* DS Id Reporting Year From First Day Of To Last Day Of Nothing to Report

Company Name Refillable Glass Container Sold or Transferred Count

Address Refillable OTHER Container Sold or Transferred Count

 Refillable Glass Container Returned Count

Refillable OTHER Container Returned Count

Under 24 Ounces Containers	Container Count (A)	Rate (B)	CRV (A)x(B)
<input type="text" value="1 Plastic PETE under"/>	<input type="text" value="15000"/>		
<input type="text" value="GLASS under 24 oz"/>	<input type="text" value="900"/>		
<input type="button" value="Add Under 24 Oz Containers Row"/>			
24 Ounces and Larger Containers	Container Count (A)	Rate (B)	CRV (A)x(B)
<input type="text" value="ALUMINUM 24 oz and"/>	<input type="text" value="4500"/>	<input type="text" value="X"/>	<input type="text" value="X"/>
<input type="button" value="Add 24 Oz and Larger Containers Row"/>			

Total	0.00
Admin Fee (Total * 1.50%)	0.00
CRV Due (Total - Admin Fee)	0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
 In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
 I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date

15) Refillable Containers

If your company did not sell or transfer any refillables, or did not have any refillable containers returned during the reporting month, leave the refillable section showing zero.

If you have refillable items to report, remove the zero and enter corresponding sold and returned container counts in each of the four "sold" and "returned" fields.

Distributor Report Page

DORIS Distributor Navigator Favorites Diagnostics Home Logout Preferences Help

* Indicates required field

COMPLETED BY DS

* DS Id: Reporting Year: From First Day Of: To Last Day Of: Nothing to Report

Company Name: Refillable Glass Container Sold or Transferred Count:
 Address: Refillable OTHER Container Sold or Transferred Count:
 Refillable Glass Container Returned Count:
 Refillable OTHER Container Returned Count:

Under 24 Ounces Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
1 Plastic PETE under	<input type="text" value="15000"/>		
GLASS under 24 oz	<input type="text" value="900"/>		
<input type="button" value="Add Under 24 Oz Containers Row"/>			

24 Ounces and Larger Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
ALUMINUM 24 oz and	<input type="text" value="4500"/>		
<input type="button" value="Add 24 Oz and Larger Containers Row"/>			

Total	0.00
Admin Fee (Total * 1.50%)	0.00
CRV Due (Total - Admin Fee)	0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
 In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
 I certify that the facts presented herein are true and correct to the best of my knowledge.

* I Agree Submission Date:

- 16) Once all material types and sizes have been reported, select the "Calculate" button. DORIS will calculate the CRV amount due less the administration fee.
- 17) Check the "I Agree" box, indicating you agree with the terms and conditions listed. (This is a required field.)
- 18) Select the "Submit" button, which will take you to the Distributor Report Review page. (See number 22.)

Distributor Report Page

DORIIS Distributor

[Navigator](#) [Favorites](#) [Diagnostics](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

* Indicates required field

COMPLETED BY DS

* DS Id: Reporting Year: From First Day Of: To Last Day Of: Nothing to Report

Company Name: <input type="text" value="ABC Soda"/>	Refillable Glass Container Sold or Transferred Count: <input type="text" value="0"/>
Address: <input type="text" value="123 Soda Ave"/> <input type="text" value="Banna Park, CA 90630"/>	Refillable OTHER Container Sold or Transferred Count: <input type="text" value="0"/>
	Refillable Glass Container Returned Count: <input type="text" value="0"/>
	Refillable OTHER Container Returned Count: <input type="text" value="0"/>

Under 24 Ounces Containers	Container Count (A)	Rate (B)	CRV (A)x(B)
1 Plastic PETE under <input type="text" value=""/>	<input type="text" value="15000"/>	<input type="text" value="0.05"/>	<input type="text" value="750"/>
GLASS under 24 oz. <input type="text" value=""/>	<input type="text" value="900"/>	<input type="text" value="0.05"/>	<input type="text" value="45"/>
<input type="button" value="Add Under 24 Oz Containers Row"/>			

24 Ounces and Larger Containers	Container Count (A)	Rate (B)	CRV (A)x(B)
ALUMINUM 24 oz and <input type="text" value=""/>	<input type="text" value="4500"/>	<input type="text" value="0.1"/>	<input type="text" value="450"/>
<input type="button" value="Add 24 Oz and Larger Containers Row"/>			

Total	1,245.00
Admin Fee (Total * 1.50%)	18.68
CRV Due (Total - Admin Fee)	1,226.32

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
I certify that the facts presented herein are true and correct to the best of my knowledge.

* I Agree Submission Date:

19) No Beverage Container Sales: If you had zero beverage sales for the period, check the "Nothing to Report" box. Don't select a container type.

NOTE: Reports are required every month even if no beverage sales or transfers have occurred.

20) Check the "I Agree" box, indicating you agree with the terms and conditions listed. (This is a required field.)

21) Select the "Submit" button, which will take you to the Distributor Report Review page.

Distributor Report Page

* Indicates required field

COMPLETED BY DS

* DS Id Reporting Year From First Day Of To Last Day Of Nothing to Report

Company Name Refillable Glass Container Sold or Transferred Count
Address Refillable OTHER Container Sold or Transferred Count
 Refillable Glass Container Returned Count
Refillable OTHER Container Returned Count

Under 24 Ounces Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
<input type="text" value="Choose Material Type"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

24 Ounces and Larger Containers

Container Type	Container Count (A)	Rate (B)	CRV (A)x(B)
<input type="text" value="Choose Material Type"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total	0.00
Admin Fee (Total * 1.50%)	0.00
CRV Due (Total - Admin Fee)	0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date

Diagnostics Home Logout Preferences Help

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- 22) Review your submission for entry errors. If container counts showing are not correct, select "Edit Report" and repeat previous steps.
- 23) If review is correct, select "Continue Submission" button.

NOTES:

- **The report will not be processed until you select "Continue Submission."**
- **Exiting the page or logging out before selecting the "Continue Submission" button will delete your entry, and your report will not be submitted.**

Distributor Review Page

DORIS DistributorNavigator Favorites Diagnostics Home Logout Preferences Help

Distributor Report Review

Please review your Distributor Report information for:

DS Id: **DS5678.001**

Company Name: **ABC Soda**
Address: **123 Soda Ave**
Buena Park , CA 90620

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Refillable Glass Container Sold or Transferred **0**
Count:

Refillable OTHER Container Sold or Transferred **0**
Count:

Refillable Glass Container Returned Count: **0**
Refillable OTHER Container Returned Count: **0**

Under 24 Ounces Containers

Container Type	Container Count	CRV Due
1 Plastic PETE under 24 oz	15000	750
GLASS under 24 oz	900	45

24 Ounces and Larger Containers

Container Type	Container Count	CRV Due
ALUMINUM 24 oz and larger	4500	450

Total	1,245.00
Admin Fee (Total * 1.50%)	18.68
CRV Due (Total - Admin Fee)	1,226.32

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

24) A Distributor Report Confirmation window will appear. **Print a copy of this page for your records.**

Distributor Confirmation Page

DORIS Distributor

Diagnosics Home Logout Preferences Help

Distributor Report Confirmation

Thank you for submitting your Distributor Report
Your Transaction Confirmation # is : 79613

DS ID: DS5678.001

Company Name: ABC Soda
Address: 123 Soda Ave
Buena Park, CA 90620

Period From: 01/01/2015
Period Thru: 01/31/2015

Refillable Glass Container Sold or Transferred Count: 0
Refillable OTHER Container Sold or Transferred Count: 0
Refillable Glass Container Returned Count: 0
Refillable OTHER Container Returned Count: 0

Under 24 Ounces Containers

Container Type	Container Count	CRV Due
1 Plastic PETE under 24 oz	15000	750
GLASS under 24 oz	900	45

24 Ounces and Larger Containers

Container Type	Container Count	CRV Due
ALUMINUM 24 oz and larger	4500	450

Total	1,245.00
Admin Fee (Total * 1.50%)	18.68
CRV Due (Total - Admin Fee)	1,226.32

Submission Date: 05/21/2015
Submitter Name: Alice Anderson

Please Print a copy for your records.
Return to the Main Page to submit another report or to select a payment option.

[Printable Page](#) | [Return](#)

- 25) To submit additional beverage manufacturer or distributor reports, click the “Return” button and begin the process again.
- 26) When all reports have been submitted, return to the “Home” page to select a payment option.
- 27) See Page 38, “Make a CRV or Processing Fee Payment,” for more information.

Amending Distributor Reports

An amendment is filed by a distributor to correct an inaccurate container count submitted on a past report. Amendments can be submitted for reporting periods up to 24 months prior to the date of the submission.

Amendments must be completed for the reporting period in which the original beverage container sales were reported to CalRecycle. **Negative counts are not valid and cannot be processed.**

Amendments that create credits may be subject to review and verification by CalRecycle. Be prepared to provide documentation to support your credit upon request of a CalRecycle representative.

Submitting a Distributor Amendment

- 1) Log in to DORIIS: Go to <https://doriis.calrecycle.ca.gov/> and enter User Name and Password.

Login Page

WELCOME TO THE STATE OF CALIFORNIA

NOTICES

Welcome to Division of Recycling

DORIIS will be unavailable every Wednesday 7:00 P.M. - 10:00 P.M. for regular system maintenance.

[Upcoming Recycler Training](#)

[Beverage Container Recycling Program Reform](#)

Beverage Manufacturers & Distributors

Are you a beverage manufacturer or distributor who isn't registered with CalRecycle, or a dealer who imports beverages from out-of-state or foreign countries? [Try our new online Registration Form!](#)

[New Redemption Payment Due Date](#)

[Processing Fee and CRV Rates for 2013](#)

[2013 Reporting and Payment Calendar](#)

Recyclers & Processors

[New! Deactivation Request Online Form- Click on the link to submit a single deactivation request.](#)

If you have more than one transaction to be deactivated please send an email to doriisparticipanthelpdesk@calrecycle.ca.gov. Please include the material type, transaction number and Shipper ID for each transaction. We are no longer accepting requests over the phone due to accuracy issues.

HELPS AND CONTACT

Forget your DORIIS Password?

[Click here to reset your password](#)

Important! You must setup a password challenge phrase and answer.

[Click here to setup/update your challenge phrase](#)

Did You Know?

You can access training resources online!

[DORIIS Recycler & Processor Training Resources](#)

[DORIIS Beverage Manufacturer & Distributor Training Resources](#)

Having Trouble Accessing DORIIS?

[View the DORIIS Minimum Browser Requirements](#)

[DORIIS Troubleshooting Guide](#)

Don't have Adobe Acrobat Reader? [Download it here.](#)

Enter your user name and password to login:

User Name

Password

Login

User Name and Password

- 2) Your company's Home Page will appear.

In the lower portion of the screen, you will see a section titled "Application Navigator—Tree Mode." Select or click on the "plus" (+) symbol next to the folder titled "Distributor."

The folder will open to show you two options:

- Create New Distributor Report
- Amend Prior Distributor Report

- 3) Select "Amend a Distributor Report."

Home Page

Welcome to the State of California. Account: Lisa Martinez Rep: (916) 322-4180. Business Address: ABC Soda, 123 Soda Ave, Buena Park, CA 90620. Mailing Address: ABC Soda, 123 Soda Ave, Buena Park, CA 90620. Primary Contact: Alice Anderson Phone: (123) 555-8899. Secondary Contact: John Green Phone: (123) 555-8899. Go to 'DORIIS Preferences' and select 'Change Profile' to report for another company.

Account Summary: Your Account Balance is: \$0.00. Missing Beverage Manufacturer Reports: 0. Missing Distributor Reports: 0. Pay By Mail Pay Online.

Applications Navigator - Tree Mode: Beverage Manufacturer (Create New Beverage Manufacturer Report, Amend Prior Beverage Manufacturer Report), Distributor (Create New Distributor Report, Amend Prior Distributor Report), DORIIS Preferences.

Select Amend Prior Distributor Report

- From the list of reports available, find the reporting period you would like to amend, and select the blue hyperlink listed in the Transaction Number column.

Distributor Report Search Page

Search Distributor Report Transactions. DS Id: 055678.001. Click on a Transaction Number to correct a Distributor Report.

Period From	Period Thru	Transaction Number	Total Amount
01/01/2015	01/31/2015	79613	1,226.32
12/01/2014	12/31/2014	79614	
11/01/2014	11/30/2014	79615	2,364.00

Select Transaction Number To Amend

- The amendment window will open, and you will see the container counts previously reported.
- If original submission reported zero sales, uncheck the "Nothing to Report" box.

Distributor Amendment Window

DORIS Distributor Diagnostics Home Logout Preferences Help

* Indicates required field

COMPLETED BY DS

* DS Id: Reporting Year: From First Day Of: To Last Day Of: Nothing to Report

Company Name: Refillable Glass Container Sold or Transferred Count:
 Address: Refillable OTHER Container Sold or Transferred Count:
 Refillable Glass Container Returned Count:
 Refillable OTHER Container Returned Count:

Under 24 Ounces Containers

Container Type	Container Count	New Container Count (A)	Net Difference Container Count	Rate (B)	CRV (A)x(B)
GLASS under 24 oz	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.05"/>	<input type="text" value="0"/>
PLASTIC PETE under	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.05"/>	<input type="text" value="0"/>

24 Ounces and Larger Containers

Container Type	Container Count	New Container Count (A)	Net Difference Container Count	Rate (B)	CRV (A)x(B)
ALUMINUM 24 oz and	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0.1"/>	<input type="text" value="0"/>

 Total Admin Fee: **0.00**
 CRV Due (Total - Admin Fee): **0.00**

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
 In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
 I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date:

- 7) To change a container count, go to the column titled "New Container Count (A)."
 - 8) Select the field(s) of the material and size to be corrected. Remove the container count(s) listed and replace with the corrected total sales counts. **Negative counts are not valid and cannot be processed.**
- NOTE: Only change the container counts for the material types that need correction. The other amounts will default to their original reported amounts.**
- 9) To add additional materials or sizes, click the appropriate "Add Container Row" button and select the new material type(s).
 - 10) Enter the container count(s) into the "New Container Count (A)" column.

Distributor Amendment Page

DORIIS Distributor

[Navigation](#) [Favorites](#) [Diagnostics](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

* Indicates required field

COMPLETED BY DS

* DS Id: Reporting Year: From First Day Of: To Last Day Of: Nothing to Report

Company Name: Refillable Glass Container Sold or Transferred Count:

Address: Refillable OTHER Container Sold or Transferred Count:

 Refillable Glass Container Returned Count:

Refillable OTHER Container Returned Count:

Under 24 Ounces Containers					
Container Type	Container Count	New Container Count (A)	Net Difference Container Count	Rate (B)	CRV (A)x(B)
GLASS under 24 oz	<input type="text" value="100"/>	<input type="text" value="900"/>	<input type="text" value="0"/>	<input type="text" value="0.05"/>	<input type="text" value="45"/>
1 Plastic PETE under	<input type="text" value="15000"/>	<input type="text" value="15000"/>	<input type="text" value="0"/>	<input type="text" value="0.05"/>	<input type="text" value="750"/>
<input type="button" value="Add Under 24 Oz Containers Row"/>					
24 Ounces and Larger Containers					
Container Type	Container Count	New Container Count (A)	Net Difference Container Count	Rate (B)	CRV (A)x(B)
ALUMINUM 24 oz and	<input type="text" value="1000"/>	<input type="text" value="4500"/>	<input type="text" value="0"/>	<input type="text" value="0.1"/>	<input type="text" value="450"/>
<input type="button" value="Add 24 Oz and Larger Containers Row"/>					

Total	0.00
Admin Fee	0.00
CRV Due (Total - Admin Fee)	0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.
 In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.
 I certify that the facts presented herein are true and correct to the best of my knowledge.

* I Agree Submission Date:

- 11) Select the "Calculate" button to calculate the amended report total.
- 12) Check the "I Agree" box, indicating you agree with the terms and conditions listed. (This is a required field.)
- 13) Click the "Submit" button. This will take you to the Distributor Report Review page.

Distributor Amendment Page

Distributor

[Navigate](#) [Favorites](#) [Diagnostics](#) [Home](#) [Logout](#) [Preferences](#) [Help](#)

* Indicates required field

COMPLETED BY DS

* DS Id: Reporting Year: From First Day Of: To Last Day Of: Nothing to Report

Company Name: Refillable Glass Container Sold or Transferred Count: Refillable OTHER Container Sold or Transferred Count: Refillable Glass Container Returned Count: Refillable OTHER Container Returned Count:

Address:

Under 24 Ounces Containers

Container Type	Container Count	New Container Count (A)	Net Difference Container Count	Rate (B)	CRV (A)x(B)
GLASS under 24 oz	<input type="text" value="0"/>	<input type="text" value="450"/>	<input type="text" value="0"/>	<input type="text" value="0.05"/>	<input type="text" value="45"/>
PLASTIC PETE under	<input type="text" value="1000"/>	<input type="text" value="2000"/>	<input type="text" value="0"/>	<input type="text" value="0.05"/>	<input type="text" value="700"/>

[Add Under 24 Oz Containers Row](#)

24 Ounces and Larger Containers

Container Type	Container Count	New Container Count (A)	Net Difference Container Count	Rate (B)	CRV (A)x(B)
ALUMINUM 24 oz and	<input type="text" value="400"/>	<input type="text" value="1500"/>	<input type="text" value="0"/>	<input type="text" value="0.3"/>	<input type="text" value="450"/>

[Add 24 Oz and Larger Containers Row](#)

Total 0.00

Admin Fee 0.00

CRV Due (Total - Admin Fee) 0.00

Interest at the rate earned by the pooled money investment account and civil penalties of up to 15% of the amount due for payment may be assessed for each underpayment or late payment.

In addition, civil penalties of up to five thousand dollars (\$5000) per day may be assessed for failure to report.

I certify that the facts presented herein are true and correct to the best of my knowledge.

I Agree Submission Date:

14) Review your submission for entry errors. If the container counts that are displayed are not correct, select “Edit Report” and repeat the previous steps.

15) If review is correct, click the “Continue Submission” button.

NOTES:

- **The report will not be processed until you select “Continue Submission.”**
- **Exiting page or logging out before selecting the “Continue Submission” button will delete your entry, and your report will not be submitted.**

Distributor Review Page

DORIIS DistributorNavigation FavoritesDiagnosics Home Logout Preferences Help

[Edit Report](#) [Continue Submission](#)

Distributor Report Review

Please review your Distributor Report information for:

DS id: **D55678.001**

Company Name: **ABC Soda**
Address: **123 Soda Ave**
Buena Park , CA 90620

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Refillable Glass Container Sold or Transferred Count: **0**

Refillable OTHER Container Sold or Transferred Count: **0**

Refillable Glass Container Returned Count: **0**

Refillable OTHER Container Returned Count: **0**

Under 24 Ounces Containers

Container Type	Container Count	CRV Due
GLASS under 24 oz	450	22.5
I Plastic PETE under 24 oz	20000	1000

24 Ounces and Larger Containers

Container Type	Container Count	CRV Due
ALUMINUM 24 oz and larger	1500	150

Total	1,172.50
Admin Fee (Total * 1.50%)	17.59
CRV Due (Total - Admin Fee)	1,154.91

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

[Edit Report](#) [Continue Submission](#)

16) A Distributor Report Confirmation window will open. **Print a copy of this page for your records.**

Distributor Confirmation Page

DORIIS DistributorNavigator Favorites Diagnostics Home Logout Preferences Help

[Printable Page](#) [Return](#)

Distributor Report Confirmation
Thank you for submitting your Distributor Report
Your Transaction Confirmation # is : **79616**

DS ID: **DS5678.001**

Company Name: **ABC Soda**
Address: **123 Soda Ave
Buena Park , CA 90620**

Period From: **01/01/2015**
Period Thru: **01/31/2015**

Refillable Glass Container Sold or Transferred Count: **0**
Refillable OTHER Container Sold or Transferred Count: **0**
Refillable Glass Container Returned Count: **0**
Refillable OTHER Container Returned Count: **0**

Under 24 Ounces Containers

Container Type	Container Count	CRV Due
GLASS under 24 oz	450	22.5
1 Plastic PETE under 24 oz	20000	1000

24 Ounces and Larger Containers

Container Type	Container Count	CRV Due
ALUMINUM 24 oz and larger	1500	150

	Total	1,172.50
Admin Fee (Total * 1.50%)		17.59
CRV Due (Total - Admin Fee)		1,154.91

Submission Date: **05/21/2015**
Submitter Name: **Alice Anderson**

Please Print a copy for your records.
Return to the Main Page to submit another report or to select a payment option.

[Printable Page](#) [Return](#)

- 17) To submit additional reports or amendments, click the "Return" button and begin process again.
- 18) When all reports have been submitted, return to the "Home" page.
- 19) The home page will show if additional amounts are due or if a credit has been created.
NOTE: Credits are noted with parentheses.
- 20) Nothing is required if a credit has been created. Please see the section titled "Credits: Overpayments and Refunds" for more information on using credits.
- 21) If additional amounts are due, select a payment option. See the section titled "Make a CRV or Processing Fee Payment" for more information.

Make a CRV or Processing Fee Payment

- 1) After all reports have been submitted, return to the “Home” page.
- 2) Your account balance is noted in the center of the screen. This amount is the total amount due for all accounts.
- 3) Below “Your Account Balance,” you will see two payment options: “Pay by Mail” or “Pay Online.”
- 4) Select how you would like to pay.

Home Page

The screenshot displays the user interface for the State of California's beverage industry reporting system. At the top, it says "WELCOME TO THE STATE OF CALIFORNIA" and "Welcome AANDERSON@ABCSODA.COM Logout". Below this is a navigation bar with links for Home, Missing Report Periods, My Beverage Manufacturer Reports, My Distributor Reports, My Payments, Account History, and Online Statement. The main content area is titled "My Information" and shows user details for Alice Anderson, including her account number (BM1234.001 / DS5678.001) and contact information for Lisa Martinez. It also lists business and mailing addresses for ABC Soda in Buena Park, CA. A red box highlights the "Account Summary" section, which shows "Your Account Balance is : \$1,154.91", "Missing Beverage Manufacturer Reports: 0", and "Missing Distributor Reports: 0". Below this, there are buttons for "Pay By Mail" and "Pay Online". To the right of the red box, the text "Account Balance and Payment Options" is written. At the bottom, there is an "Applications Navigator" with links for Beverage Manufacturer, Distributor, and DORIIS Preferences, and a "Back to Top" link.

Pay by Mail

- 1) Selecting Pay by Mail will open the Payment Voucher window. Print the voucher and include it with your payment.

Payment Voucher

Account Payment Voucher

Account Number(s): **BM1234.001 / DS5678.001**

Participant Name: **ABC Soda**

Total Account Balance: **\$1,154.91**

You may file a report by returning to the home page or you may make a payment (Interest will accrue on late payments).

Please Print out the Account Payment Voucher and submit with payment:

Mail Payment To:

CalRecycle, Attn: Accounting, MS 19A

P.O. Box 2711

Sacramento, CA 95812-2711

The Department accepts check, money order or cashier's check payments made payable to CalRecycle.

Always include your account identification number(s) on your payment. (e.g. DS12345.001 or BM5678.001)

Submit payments to:

CalRecycle

Attn: Accounting, MS 19A

P.O. Box 2711

Sacramento, CA 95812-2711

Pay Online

- 1) The Department accepts Visa, MasterCard, Discover, and American Express.

Please note that a service fee will be charged by the credit card processing vendor, Official Payments Corporation (OPC), for all credit card payment transactions. The current fee rate is set at 2.3 percent of the transaction amount, or \$1 minimum. This service fee is retained by the vendor and is not revenue to CalRecycle.

- 2) Select "Pay Online," and you will be directed to CalRecycle's Fee Disclosure Page.
- 3) Click the "Pay Beverage Container Recycling Fees" link.
- 4) You will be directed to the Official Payment Site.

Fee Disclosure Page

CA.GOV CalRecycle

Skip to: [Content](#) | [Footer](#) | [Accessibility](#) | [A-Z Index](#)

Search GO

California CalRecycle

Home Consumers State & Local Government Business & Industry About Us

Pay Beverage Container Recycling Fees On Line by Credit Card

CalRecycle accepts online credit card payments (American Express, Discover, MasterCard, Visa) for beverage container recycling fees.

Before you make your payment over the Internet, please note that a service fee of 2.3 percent of the transaction amount will be charged by the credit card processing vendor, Official Payments Corporation (OPC). This service fee is retained by the vendor and is not revenue to CalRecycle. The minimum fee is \$1.00.

Thank you for visiting our website. Once you select the link below, you will be leaving this website and will be directed to OPC's website to make your payment.

 [Pay Beverage Container Recycling Fees](#)  **Click Link**

Last updated: April 24, 2015
CalRecycle Online Credit Card Payments, <http://www.calrecycle.ca.gov/PayOnline/>
Accounting Office, cashiering@calrecycle.ca.gov

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- 5) From the Payment Type drop-down menu, select "CRV and Processing Fee Payment"
- 6) Enter your company name
- 7) Enter your account number(s)
- 8) Enter the amount(s) you wish to pay. (Enter dollars in the large box and cents in the small box.)
- 9) Select your payment option and continue.

Official Payment Site



[Back to CalRecycle](#) [Make A Payment](#) [Payment Verification](#) [Help](#)

Make A Payment



CalRecycle

Recycling Payments

Enter your Payment Information, including any penalties or interest, select Payment Option, then click "Continue" to proceed with the payment process.

- Your convenience fee will be calculated and presented on the next page, if applicable.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payment Information

*Payment Type:

*Company Name:

Account Information

*Account Number 1
Account Number 2
Account Number 3
Account Number 4
Account Number 5
Account Number 6
Account Number 7
Account Number 8
Account Number 9

*Payment Amount 1 \$
Payment Amount 2 \$
Payment Amount 3 \$
Payment Amount 4 \$
Payment Amount 5 \$
Payment Amount 6 \$
Payment Amount 7 \$
Payment Amount 8 \$
Payment Amount 9 \$

Total Payment Amount

*Total Payment \$

Payment Options:

Debit Card



Debit Card



Credit Card



Cancel

Continue

10) The next page outlines the terms and conditions for your credit card payment and notifies you of the service fee and total payment due.

11) Click "Accept."

Terms and Conditions



[Back to CalRecycle](#) [Make A Payment](#) [Payment Verification](#) [Help](#) [En Español](#)

Make A Payment



CalRecycle

Recycling Payments

This payment service is offered by Official Payments Corporation as authorized by the entity to which you are making a payment. Please confirm your payment amount, convenience fee and total (if applicable). Review the Terms and Conditions below and click "Accept" to proceed with your payment. Click "Back" button to change any of the information fields. Click "Decline" button to return to the beginning of the payment process.

• Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payment Type:	Recycling Payments
Payment Amount:	\$1,154.91
Service Fee:	\$26.56
Total Payment:	\$1,181.47

Official Payments Terms and Conditions:

Official Payments Corporation charges a service fee to use this service to make the payment outlined above. This fee is separate from the primary obligation you are paying. The service fee is included in the "Total Payment" line above.

Completion of a payment transaction is contingent upon both the authorization of payment by your card company and acceptance of your payment by the entity you are paying. In the event that your payment is unable to be processed, Official Payments will attempt to notify you at least once using the contact information you

Printer Friendly

Back

Decline

Accept

This page supports 128-bit SSL encryption as verified by DigiCert.

For customer service, please call toll-free 1-800-487-4567. Representatives are available Monday - Friday, 7:00am - 7:00pm CT.

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12) Enter your billing information and continue.

13) Print your payment confirmation.

Billing Information Entry Page



[Back to CalRecycle](#) [Make A Payment](#) [Payment Verification](#) [Help](#)

Make A Payment



CalRecycle

Recycling Payments

To continue this payment, please fill out the form below.

- Note that the [*] fields are required.
- All information is kept confidential.
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payer Information

(Information for the person making the payment.)

*Country:	United States <input type="button" value="v"/>
*First Name:	<input type="text"/>
Middle Name:	<input type="text"/>
*Last Name:	<input type="text"/>
Suffix (Jr., Sr., etc.):	<input type="text"/>
*Street Address:	<input type="text"/> <input type="text"/> <input type="text"/>
*Town/City:	<input type="text"/>
*State:	CA <input type="button" value="v"/>
*Zip Code:	<input type="text"/>
<small>(Use this field for APO, FPO, AA, AE or AP codes.)</small>	
*Daytime Phone:	(<input type="text"/>) <input type="text"/> - <input type="text"/>
*E-mail Address:	<input type="text"/>
<small>(Required for an e-mail confirmation and online verification.)</small>	
*Re-enter E-mail Address:	<input type="text"/>
Payment Type:	1. CRV and Processing Fee Payments
Company Name:	ABC Soda
Account Number 1:	DS6678.001
Payment Amount 1:	\$1154.91

Payment Option

(May differ from the person owing the tax, bill, or fee.)

*Card Type:	- Select - <input type="button" value="v"/>	  
*Card Number:	<input type="text"/>	
*Expiration Date:	-- <input type="button" value="v"/> / -- <input type="button" value="v"/> (mm/yy)	
*Card Verification Number:	<input type="text"/>	

(To determine the location of your Card Verification Number, click [here](#).)

Payment Information

Payment Type:	Recycling Payments
Payment Amount:	\$1,154.91
Convenience Fee:	\$26.56
Total Payment:	\$1,181.47

General Program Policies and Procedures

Accounting: Payments, Interest, and Credits

Application of Payment

Payments are applied to the reporting period(s) for which the payment is intended. When paying by mail, please include a copy of your DORIIS payment voucher or electronic confirmation page(s).

In accordance with state policies, payments resulting in an overpayment will be applied to any interest amounts owed and then to the oldest transaction amounts owed.

Late Payments and Interest

Beverage manufacturers and distributors who fail to submit timely payment for any reporting period will incur interest. Interest is computed by applying the Pooled Money Investment Account rate to the unpaid transaction amount for each reporting period. Accrued interest is calculated from the day after the due date through the "as of" date on the beverage manufacturer or distributor account statement.

A CalRecycle account representative will attempt to contact the beverage manufacturer or distributor by phone, mail, and/or email to request immediate payment of unpaid balances. Continued failure to comply could result in CalRecycle initiating a review/audit of the company's records and/or filing a legal accusation to obtain amounts owed. For out-of-state manufacturers of beer and malt beverages, CalRecycle also may pursue revocation of compliance certificates issued by the California Department of Alcoholic Beverage Control.

Credits: Overpayments and Refunds

If a beverage manufacturer or distributor has submitted a payment to CalRecycle in excess of the actual amount due, a credit will be generated. Credits are noted in parentheses on your DORIIS home page. CalRecycle may offset the overpayment credit against future payments or refund the excess payment (PRC 14552(f)).

To use a credit showing on your account, submit your next scheduled report as normal. If the credit on file exceeds the amount due for your new report, then no payment is required. The credit on file will be applied toward the amount due. If your credit is not large enough to cover the entire amount due, submit payment for the difference.

To inquire about a refund, contact the Participant Management Unit at (916) 323-1837. Your account representative will provide you with instruction on what documents must be submitted to CalRecycle. Please note that refunds take six to eight weeks to process once the required documents have been received.

Reporting: Amendments, Annual Reporting, Account Statement, DORIIS

Amendment Reports

An amended report is submitted by a beverage manufacturer or distributor to correct an inaccurate container count on a previously filed report. Amendments can be filed to increase or decrease the container counts originally reported. Amendments must be completed for the month(s) those containers were originally reported to the department. **Negative counts are not valid and cannot be processed.**

Amendments that create credits may be subject to review and verification by CalRecycle. Be prepared to provide documentation to support any amendment changes upon request of a CalRecycle representative.

For specific instructions on how to file a beverage manufacturer amendment, please see Page 13. For instructions on how to file a distributor amendment, please see Page 31.

Annual Reporting Program

Beverage Manufacturers

Section 14575(g)(3)(A) notwithstanding paragraph (1) of the Act: “If a beverage manufacturer displays a pattern of operation in compliance with this division and the regulations adopted pursuant to this division, to the satisfaction of CalRecycle, the beverage manufacturer may make a single annual payment of processing fees, if the beverage manufacturer’s projected processing fees for the calendar year total less than fifteen thousand dollars (\$15,000).”

Distributors

Section 14574(b)(1) notwithstanding subdivision (a) of the Act: “If a distributor displays a pattern of operation in compliance with this division and regulations adopted pursuant to this division, to the satisfaction of the Department, the distributor may make a single annual payment of redemption payments, if the distributor’s projected redemption payment for a calendar year totals less than seventy-five thousand dollars (\$75,000).”

All beverage manufacturers and distributors must receive authorization from CalRecycle before submitting an annual or multi-month report. If you have not been pre-authorized as an Annual Reporter, your report will not be accepted by DORIIS.

Once authorized by CalRecycle as an Annual Reporter, your company will have the option to make a single report and payment (per BM ID# or DS ID#) or continue to pay monthly, quarterly, or semi-annually as long as all reports and payments for the full calendar year are submitted to the Division no later than February 1 the following year.

If your company is both a beverage manufacturer and a distributor, annual reporting approval on one account doesn’t guaranteed approval on the other. Accounts are independently evaluated for Annual Reporter eligibility.

Account Statements

As a courtesy, monthly account statements are mailed to inform beverage manufacturers and distributors of an account discrepancy. If you have no discrepancies or those discrepancies total less than \$5, you will not receive a statement.

Account discrepancies include:

- Additional amounts are owed more than \$5
- Account has missing reports
- Account has a credit more than \$5

Beverage Container Recycling Account Statement Information Overview

- 1. Delivery:** Use the Express Delivery address for items that require a signature.
- 2. Last Statement Due:** Balance from the previous month. A negative number indicates a previous credit. If you did not receive a statement last month, this area will be blank.
- 3. Balance Summary:** Principle, Interest, and Balance Due (principle plus interest). A negative number indicates a credit amount.
- 4. Past Due and Remit By:** Delinquent unpaid balance and date the payment must be received to prevent additional interest accrual.
- 5. Statement From and Through:** Date range of transactions.
- 6. Trx Number:** CalRecycle reference transaction number.
- 7. Portal Trx Number:** Reference transaction number issued to online users when submitting reports through DORIIS.
- 8. Description:** Transaction activity description. See chart below for a list of transactions.
- 9. Reporting Period:** Date range of report submitted.
- 10. Due/ Apply Dates:** Report due date or "payment applied" date.
- 11. Received Date:** Date item received by CalRecycle.
- 12. Transaction Amount:** Report total or payment amount.
- 13. Interest Amount:** Accrued interest and/or interest payment.
- 14. Total Balance Amount:** Balance due for that line item (transaction plus interest). A negative number indicates a credit.
- 15. Highlight Line:** Yellow line item and red font indicate a past due balance.
- 16. Missing Reports:** Number of reports not submitted and the date they became past due.

Transaction Activity Description

Distributor Reports	Beverage Manufacturer Reports	Payment Received	CalRecycle Adjustments	Other Transactions
DS MONTHLY REPORT *	BM MONTHLY REPORT *	Check Receipt	Adjustment	AUDIT
DS ANNUAL REPORT *	BM ANNUAL REPORT *	DR-4 CONV RECEIPT	WRITE OFF	
DS ZERO REPORT *	BM ZERO REPORT *	DR-3 CONV RECEIPT	Credit Memo	

*(Amend) - before any report description indicates amended report



DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

Beverage Container Recycling Account Statement

Account Rep: **Stacie Mulliner** (916) 323-2147
Stacie.Mulliner@calrecycle.ca.gov

For Regular Delivery
CalRecycle, Attn: Accounting, MS 19A
P.O. Box 2711

Account Number: DS177691.001
Last Statement Due: 2

\$73.87

Joe Smith
Joe's Juice Company
1234 Happy Lane
SACRAMENTO, CA 95814

For Express Delivery
CalRecycle, Attn: Accounting, MS 19A
10011 Street
SACRAMENTO, CA 95814

Principal Due: 3
Interest Due: 3
Balance Due: 4
Past Due: 4

\$33.72 **Missing Report:** 7
\$0.00 **Statement From:** 01/28/2013
\$33.72 **Statement Thru:** 02/06/2013
Remit By: 03/10/2013

Trx Number	Portal	Trx Number	Description	7	8	9	Reporting Period	10	Date	11	12	Transaction	13	14	Total Balance
				From	Through	Due/Apply	Received								
111728			DS MONTHLY REPORT	JAN-13	JAN-13	28-FEB-13	04-FEB-13					\$9.85			\$9.85
111691			DS MONTHLY REPORT	MAY-12	MAY-12	31-JUL-12	01-JUL-12					\$73.87			\$23.87
54812			Check Receipt	05-JUL-12	01-JUL-12							-\$50.00			

Missing Reports

DEC-12 Due: 31-JAN-13 **16** NOV-12 Due: 31-DEC-12
JUL-12 Due: 31-AUG-12 JUN-12 Due: 31-AUG-12

SEP-12 Due: 31-OCT-12
AUG-12 Due: 30-SEP-12

I INTEREST

To avoid accruing interest, pay all balances by their respective due dates. Interest is calculated from the day after the due date through the "Statement Thru" date. Interest is computed by applying the Pooled Money Investment Account rate to the outstanding unpaid transaction amount for each reporting period. Payments are applied based on the DORiis payment voucher or a copy of your electronic confirmation page(s) from DORiis indicating to which reporting period(s) the payment is intended. To avoid additional interest charges or penalties on delinquent amounts, your "Past Due" balance must be paid in full by the "Remit By" date.

DORiis Portal Access

PRC Section 14553(b) requires program participants to use DORiis to submit California Redemption Value and processing fee reports. If you do not already have access, please submit a completed Portal Access Request (PAR), which can be found: <http://www.calrecycle.ca.gov/bevcontainer/Forms/CalRecycle752.pdf>

II CREDIT BALANCES

In accordance with State policies, payments resulting in an overpayment will be applied to any interest amounts owed and then to the oldest transaction amounts owed. If the account statement balance indicates a credit (-\$), the Department owes you that amount. You may include a copy of this account statement and deduct the amount from your next payment or contact your account representative for refund information.

III PENALTY POLICY

Failure to submit reports and payments is a violation of PRC Sections 14560(a), 14574(a), 14575(a), Title 14, and the California Code of Regulations (CCR) Sections 2240(b) and 2310. Beverage Manufacturer reports and payments are due the tenth day of the second month following the month of sales or transfers (e.g., January Beverage Manufacturer Report and processing fee payments are due March 10th). Distributor reports and payments are due the last day of the month following the month of sales or transfers (e.g., July Distributor Report and California Redemption Value payments are due August 31st). The Department employs a progressive approach in responding to late payments and reports. Failure to contact the Department regarding non-payment or non-reporting may result in further action.

DORIIS: Division of Recycling Integrated Information System

Beverage manufacturers and distributors are required to submit all reports for processing fees and California Redemption Value (CRV) electronically through this online portal (PRC Section 14553(b)).

DORIIS is a free, Internet-based tool for the recycling community. DORIIS gives beverage manufacturers and distributors the ability to quickly submit reports, view reporting and payment history, and submit amendments, and it prevents mathematical miscalculations.

To obtain a login and password, submit a completed Portal Access Request (PAR) form for each person requesting access. The form must be submitted with original signatures. Once the request for online access has been processed, the authorized employee will receive an email with login information.

The [PAR form](#) is available for downloading on the CalRecycle website.

For technical access issues such as password resets or inability to view the portal, please contact the DORIIS Help Desk at (916) 322-1655 or by email at DORIISHelp@Calrecycle.ca.gov.

For questions on how to complete the report forms, what beverage containers to report, due dates, or why you are designated as a beverage manufacturer or distributor, please contact the Participant Management Unit at (916) 323-1837 or by email at DORClientServices@Calrecycle.ca.gov.

Notification Requirements: Paying on Behalf of Another Company, General Notification Procedures, and Record Retention

Paying on Behalf of Another Company

Beverage manufacturers and distributors must notify CalRecycle if another entity has agreed to report and make CRV or processing fee payments on their behalf. Notification must be submitted in writing within 20 working days of the initial agreement (14 CCR Section 2230(c) and 2300(b)).

The agreement must include:

- 1) The name of each entity involved in the agreement.
- 2) The beverage manufacturer and/or distributor identification number of each entity.
- 3) The business and mailing addresses of each entity.
- 4) A statement signed and dated by an authorized representative from each entity indicating one entity has agreed to report and pay for another.

You must notify CalRecycle of changes to an agreement, including termination within 20 working days.

In addition, by June 30 of each year, beverage manufacturers and distributors must provide a list of all entities with which they have entered into an agreement (14 CCR Section 2230(d) and 2300(c)).

Notification can be faxed to (916) 319-7600, emailed to DORClientServices@calrecycle.ca.gov, or made in writing to:

CalRecycle
Attn: Participant Management Unit
801 K Street, MS 17-02
Sacramento, CA 95814

Please note that a beverage manufacturer or distributor who enters into such an agreement remains responsible for all reporting and payment requirements and is liable for any overdue and unpaid CRV and/or processing fees not made by the other entity (14 CCR Section 2230(f) and 2300(e)).

General Notification Procedures

Beverage manufacturers and distributors must notify CalRecycle within 20 working days of the following changes in their operation (14 CCR Section 2230(e) and 2300(d)):

- Change of business name.
- Change of address or telephone number.
- Change of ownership.
- Close of business (include effective date of closure of business).
- Other information provided at the time of registration.

Notification can be emailed to DORClientServices@calrecycle.ca.gov or made in writing to:

CalRecycle
Attn: Participant Management Unit
801 K Street, MS 17-02
Sacramento, CA 95814

Record Retention Location

Beverage manufacturers and distributors shall notify CalRecycle in writing of the address at which their business records will be kept (14 CCR Section 2085(a)(2)). Written notification of a change in location, or intent to establish a new location for the records, must be submitted to CalRecycle no less than 10 working days prior to the change. The notification must include the full name of the person/entity, complete present and future address of the location of the records, and name and phone number of the individuals responsible for such records (14 CCR Section 2085(a)(3)).

Please use the following address to submit updates to CalRecycle:

CalRecycle
Attn: Participant Management Unit
801 K Street, MS 17-02
Sacramento, CA 95814

All business records are subject to audit by CalRecycle pursuant to 14 CCR, Section 2075 and must be retained for at least five years following their preparation at the identified business address (14 CCR, Section 2085(b)). Please refer to 14 CCR Section 2235 (beverage manufacturers) and 14 CCR Section 2305 (distributors) for a listing of specific records and documents that CalRecycle requires you to prepare and retain.

Labeling Requirements

CRV Container Labeling

Beverage manufacturers are responsible for properly labeling beverage containers in which a qualifying beverage is sold or offered for sale in the state with one of the five authorized messages; California Redemption Value; CA Redemption Value; California Cash Refund; CA Cash Refund; or CA CRV (PRC, Section 14561(a)). Beverage containers must be clearly, prominently, and indelibly labeled by painting, printing, scratch embossing, raised letter embossing, or permanent ink-jetting as follows:

- Metal containers (cans) are required to be marked on the top end (lid) of the container in minimum lettering size at least 3/16" in height. Metal containers with a top lid of two (2) inches or less in diameter shall have a minimum lettering size of at least 1/8" in height. Scratch embossed lettering is required to be a minimum width of 0.004" of disturbed surface metal.
- Glass containers and plastic containers are required to be free of notations resembling "No Deposit—No Return" and are required to be marked either
 - Along the bottom edge of the container body label in minimum lettering size at least 3/16" in height; or
 - On a secondary label in minimum lettering size at least 3/16" in height; or
 - On a container body label or secondary label with contrasting colors with legible lettering in lettering size of at least 1/8" in height. Contrasting colors shall direct the reader to the CRV message.
- Metal bottles are required to be marked on the side of the bottle in minimum lettering size of at least 3/16" in height.
- Plastic portion control cups that have peelable, heat-sealed lids that are not resealable must be marked in lettering size of at least 1/8" in height and placed either
 - On the side of the container only; or
 - On the lid and bottom of the container.

Review and Approval of CRV Labeling

At the time of initial registration and at the request of CalRecycle, beverage manufacturers must provide samples of their labels and/or beverage container (empty is acceptable) for review and approval of the CRV message. After registration, beverage manufacturers may choose to submit beverage labels or containers for review to ensure CRV labeling compliance (14 CCR Section 2200(a)).

A review of your label will be conducted to ensure that the container is appropriately labeled with a CRV message and verify that the product is included in the Act. After review, you will receive either a letter outlining what is required to make the label compliant or an approval letter for your records.

Please mail labels to:

CalRecycle Product Determination CRV Labeling Unit
801 K Street MS 17-03
Sacramento, CA 95814

For additional information, call the [Registration Unit](#) at (916) 323-1835 or send an email to Reg.CRVLabeling@Calrecycle.ca.gov.

Frequently Asked Questions and Answers

When are my monthly report and payment due?

Beverage Manufacturer Reports and associated processing fees must be submitted by the 10th day of the second month following the month of sales (14 CCR Section 2240(b)) (e.g., January 2015 reports and payments are due by March 10, 2015).

Distributor Reports and associated redemption payments must be submitted by the last day of the month following the month of sales (PRC Section 14574(a)(2)) (e.g. sales incurred in July 2015 are due by August 31, 2015).

A [Reporting and Payment Calendar](#) can be downloaded from the CalRecycle website or can be requested by calling the Participant Management Unit at (916) 323-1837.

Do I have to report and pay every month? Can I report and make payments on an annual basis?

Reports and payments are usually required on a monthly basis. However, beverage manufacturers may pay on an annual basis if they have displayed a pattern of compliance and their projected processing fee payments for a calendar year total less than \$15,000 (PRC Section 14575(3)(A)). Distributors may be eligible to pay on an annual basis if they have displayed a pattern of compliance and their projected redemption payments for a calendar year total less than \$75,000 (PRC Section 14574(b)(1)).

All beverage manufacturers and distributors must receive authorization from CalRecycle before submitting an annual or multi-month report. If you have not been pre-authorized as an Annual Reporter, your report will not be accepted by DORIIS. If approved, your company will have the option to make a single payment, continue to pay monthly, quarterly, or semi-annually as long as all of the payments for the full calendar year are submitted to the CalRecycle no later than February 1 of the following year.

Where do I find the current rates for CRV payments and processing fees?

[Current reporting rates](#) can be found on the CalRecycle website or can be requested by calling the Participant Management Unit at (916) 323-1837.

[Processing fee notices](#) are published annually in December and are also posted on the CalRecycle website.

How do I sign up for DORIIS online reporting?

To obtain a login and password, you must complete and return by mail the [Portal Access Request \(PAR\) form](#). A form is required for each person requesting access and must be submitted with original signatures. Once the request for online access has been processed, the authorized employee will receive an email with login information.

I've lost my DORIIS password. How can I reset it?

To reset your own password, go to the DORIIS sign in page and select "Click here to reset your password." If you would prefer live assistance, please contact the DORIIS Help Desk at (916) 322-1655 or by email at DoriisHelp@Calrecycle.ca.gov.

What is my DORIIS User Name?

Your user name is generally the same as your company email address. For user name assistance, please contact your account representative at (916) 323-1837 or the DORIIS Help Desk at (916) 322-1655.

I forgot to print the report confirmation page. Is there a way to reprint the report?

Although there is no way to go back to the confirmation page, you can print a screen shot of your submission(s) from the Amendment section. Select “Amend Prior Report.” Click the hyperlink of the reporting period you would like to see. Then you will see all the container counts previously reported and the date of the original submission. Print the screen. Once your print is complete, select “Cancel” to return to the home page.

I want to submit a CRV or processing fee payment by mail. Where do I send the payments?

Submit your check, money order or cashier’s check payment to:

CalRecycle
Attn: Accounting MS 19A
P.O. Box 2711
Sacramento, CA 95812

For overnight deliveries and other services requiring a street address, use the following:

CalRecycle
Attn: Accounting MS 19A
1001 I Street
Sacramento, CA 95814

Always include your account identification number(s) on your check or money order (e.g. DS12345.001).

Can I submit payments online?

Yes. CalRecycle accepts online credit card payments for California Redemption Value and processing fees. Credit Cards accepted include American Express, Discover, MasterCard, and Visa.

This payment option is found in the center of your DORIIS home page. Select “Pay Online,” and follow the instructions.

Please note that a service fee will be charged by the credit card processing vendor, Official Payments Corporation (OPC), for all credit card payment transactions. The current fee rate is set at 2.3 percent of the transaction amount, or \$1 minimum. This service fee is retained by the vendor and is not revenue to CalRecycle.

I report for multiple companies, but only one of the company profiles is visible when I log in. How do I submit reports through DORIIS for the other companies?

To report for a different company, you will need to switch profiles. Go to “Application Navigator—Tree Mode” at the bottom of the home page. Click the “plus” (+) symbol next to the folder titled “DORIIS Preferences.” Two options will appear. Select “Change Profile.”

From the drop-down menu, select the company you would like to report for. Then select “Home.” The new profile will show on the home page, allowing you to submit reports for the selected company.

The screenshot shows the CA.GOV website interface. At the top, it says 'WELCOME TO THE STATE OF CALIFORNIA' and 'Welcome: AANDERSON@ABCSCODA.COM Logout'. Below this is a navigation bar with links like 'Home', 'Missing Report Periods', 'My Beverage Manufacturer Reports', 'My Distributor Reports', 'My Payments', 'Account History', and 'Online Statement'. The main content area is titled 'My Information' and displays user details for Alice Anderson, including account number BM1234.001 / DS5678.001, business and mailing addresses, and contact information for Lisa Martinez, Alice Anderson, and John Green. Below this is an 'Account Summary' section showing a balance of \$0.00 and zero missing reports. At the bottom, there is an 'Applications Navigator - Tree Mode' section with a tree view containing 'Beverage Manufacturer', 'Distributor', 'DORIIS Preferences', 'General Preferences', and 'Change Profile'. A red arrow points to 'Change Profile' with the text 'Select Change Profile' next to it. A 'Back to Top' link is visible at the very bottom.

I don't manufacture beverages. Why is my company a beverage manufacturer?

In the Act, the term “beverage manufacturer” includes each company that is introducing filled beverage containers to California’s market. This includes companies that fill beverage containers in California and companies that import filled containers from other states and countries into California.

The Act also includes a special stipulation about which company is the beverage manufacturer when the beverage is beer or other malt beverages. For these types of beverages, the beverage manufacturer is the company named on the Certificate of Compliance issued by the Department of Alcoholic Beverage Control (ABC) pursuant to Section 23671 of the Business and Professions Code.

My company is a beverage manufacturer. Why do I have to pay processing fees on some containers but not aluminum?

When the scrap value received by recyclers for a material type is lower than the actual cost to recycle, the recycler receives a processing payment. CalRecycle pays certified recycling programs the processing payment, which is the difference between the material’s cost of recycling and the scrap value. In the case of aluminum, the scrap value received by recyclers is greater than the actual cost to recycle.

Questions about the determination of processing fees should be directed to the Market Information Section at (916) 323-1493.

Are “Pay on Behalf” agreements required?

Yes, beverage manufacturers and distributors must notify CalRecycle in writing if another entity has agreed to report and make CRV or processing fee payments on their behalf. Notification must be submitted within 20 working days of the initial agreement (14 CCR Section 2230(c) and 2300(b)).

The agreement must include:

- 1) The name of each entity involved in the agreement.
- 2) The beverage manufacturer and/or distributor identification number of each entity.
- 3) The business and mailing addresses of each entity.
- 4) A statement signed and dated by an authorized representative from each entity indicating one entity has agreed to report and pay for another.

Please note that a beverage manufacturer or distributor who enters into such an agreement remains responsible for all reporting and payment requirements and is liable for any overdue and unpaid CRV and/or processing fees not made by the other entity (14 CCR Section 2230(f) and 2300(e)).

Over the summer I received a Report and Pay on Behalf Information Form. What is this, and why did I receive it?

Your company received the Pay on Behalf Information Form because you were identified as a beverage manufacturer or distributor, responsible for the reporting and payment of CRV or processing fees, who is not currently submitting reports or payments directly to CalRecycle.

In addition to submitting an initial written agreement, any beverage manufacturer or distributor who chooses to have another company report and pay CRV or processing fees on their behalf must provide a list of those entities to CalRecycle by June 30 of each year. As a courtesy, CalRecycle sends yearly notices to remind beverage manufacturers and distributors of their responsibility to provide the list. To assist you in meeting this requirement, the Report and Pay on Behalf Information Form is sent with the notice and provides a simple format to list companies paying on your behalf. (14 CCR Section 2230 and 2300).

If my company meets the definition of Beverage Manufacturer or Distributor, how do I obtain reporting identification numbers?

If your company meets the definition(s) of a beverage manufacturer or beverage distributor, you will need to complete the registration process to obtain identification numbers. You may [Complete the registration form online](#) or [Download and complete the pdf version](#) of the form (250 KB) and submit it via fax or mail as noted on the top of the form.

After your registration form is received, a CalRecycle employee will be in contact with you. If your company is determined to be a beverage manufacturer and/or distributor, you will receive reporting identification number(s) and can begin reporting and paying processing fees and/or CRV.

If you have any questions regarding registration, please contact the Registration Unit via phone at (916) 323-1835 or via email at reg.crvlabeling@calrecycle.ca.gov.

How can I be sure my labels comply with the Act?

You can obtain a copy of the *California Beverage Container Labeling Poster* for an overview on labeling various container types and the recommended CRV message options. A copy of the [labeling poster](#) (PRC Section 14561) can be downloaded from the CalRecycle website.

You may submit your product labels or beverage containers to CalRecycle for review to:

CalRecycle Registration and Label Review Unit
801 K Street MS 17-03
Sacramento, CA 95814

For labeling assistance, please send an email to Reg.CRVLabeling@Calrecycle.ca.gov or contact the Registration Unit at (916) 323-1835.

Does the CRV message have to be all in uppercase or capitalized?

It doesn't; however, the minimum lettering height requirements apply to all letters in the message. If the CRV message is a combination of uppercase and lowercase letters, both have to meet the minimum height—not just the uppercase letters (14 CCR Section 2200). Please see Page 50, "Labeling Requirements."

How can I contact the Division?

Visit the CalRecycle website for more information about [requirements for beverage distributors and beverage manufacturers](#).

Or send a request for information by telephone, mail, or email:

CalRecycle
801 K Street, MS 17-02
Sacramento, CA 95814

Call: (916) 323-1835 or (916) 323-1837 Email: DORClientServices@calrecycle.ca.gov

What other California agencies should I contact?

Manufacturers of beer and other malt beverages are required to submit their product label to Department of Alcoholic Beverage Control prior to its sale in California to determine if the product complies with specific content labeling requirements.

Department of Alcoholic Beverage Control (ABC)
Business Practices Unit
3927 Lennane Drive, Suite 100
Sacramento, CA 95834

Phone: (916) 419-2500 Website: www.abc.ca.gov

California's [Rigid Plastic Packaging Container](#) Law (PRC, Section 42300 et seq.) was passed in October 1991. It requires every rigid plastic container, as defined, sold or offered for sale in the state to meet specified criteria. Contact the Rigid Plastic Packaging Container program for information on the required criteria.

CalRecycle
Rigid Plastic Packaging Container Program
1001 I Street
Sacramento, CA 95814

Phone: (916) 341-6717 Website: www.calrecycle.ca.gov/plastics/rppc/

Proposition 65 passed as a ballot measure in November 1986. It requires warnings for exposure to chemicals known to the state to cause cancer or reproductive toxicity. For alcoholic beverages, including beer and malt products, warnings must be provided at the point of sale. Contact the Office of Environmental Health Hazard Assessment for additional information.

Office of Environmental Health Hazard Assessment (OEHHA)
Proposition 65
1001 I Street
Sacramento, CA 95814

Phone: (916) 445-6900 Website: www.oehha.ca.gov

The Food and Drug Branch of the Department of Public Health licenses all water bottling plants and bottled water products distributed in California. If you produce bottled water, you must contact the Food and Drug Branch to obtain a license to distribute it in California. License fees depend on production quantities.

Department of Public Health (CDPH)
Food and Drug Branch
1500 Capitol Avenue MS 7602
PO Box 997435
Sacramento, CA 95899

Phone: (916) 650-6500 Website: www.cdph.ca.gov

Glossary of Terms

This glossary lists definitions of terms used throughout this manual. References to the applicable statute and regulations are included.

Act

The California Beverage Container Recycling and Litter Reduction Act (PRC, Division 12.1, beginning with Section 14500).

Beverage

Beverage containers covered under the Act are those containers filled with:

- beer and other malt beverages;
- wine coolers and distilled spirit coolers;
- carbonated and noncarbonated mineral and soda waters;
- carbonated and noncarbonated waters;
- carbonated and noncarbonated soft drinks;
- sports drinks;
- carbonated and noncarbonated fruit drinks (with any percentage of fruit juice);
- coffees;
- tea drinks; and
- vegetable juices (16 ounces or less).

Beverages covered under the Act must be in liquid and ready-to-drink form, intended for human consumption, and sold in aluminum, glass, plastic and bimetal containers.

“Beverage” does not include:

- wine, or wine from which alcohol has been removed in whole or in part, whether or not sparkling or carbonated;
- milk;
- medical food;
- infant formula; or
- 100 percent fruit juice in containers 46 ounces or greater in volume.

A beverage that is not sold in aluminum, glass, plastic, or bimetal is excluded. (PRC, Section 14504).

Beverage Container

The individual, separate bottle, can, jar, carton, or other receptacle, however denominated, in which a beverage is sold, and which is constructed of aluminum, glass, plastic (all types #1 through #7), or bimetal (PRC, Section 14505).

Beverage Manufacturer

Any person who bottles, cans, or otherwise fills beverage containers, or imports filled beverage containers, for sale or transfer to distributors, dealers, or consumers (PRC, Section 14506).

A beverage manufacturer includes any person who imports filled beverage containers, including:

- (A) Any consignee of filled beverage containers whose products are brought into California from other states or countries, when the filled beverage containers are for delivery, use, or sale in California.
- (B) Any person or entity to which delivery is first made in California of filled beverage containers brought into California from other states or countries, when the filled beverage containers are for delivery, use, or sale in California.
- (C) Any person or entity bringing filled beverage containers into California from other states or countries, which are not consigned to any person, when the filled beverage containers are for delivery, use, or sale in California (14 CCR Section 2000(a)(3.2).

The out-of-state entity that is named on the certificate of compliance issued by the Department of Alcoholic Beverage Control is the beverage manufacturer for the purpose of payment of processing fees for beer and other malt beverages manufactured outside California if shipment is made into California (PRC, Section 14575(g)(2)(A) and 14 CCR Section 2230(b)).

The in-state beverage manufacturer is generally responsible for the reporting and payment of processing fees for wine and distilled spirit coolers, carbonated and noncarbonated mineral and soda water, carbonated and noncarbonated water, carbonated soft drinks and sport drinks, carbonated and noncarbonated fruit drinks, and coffee and tea drinks.

Clearly and Prominently

Means that the redemption message is displayed so that it is easily found and read by consumers and recyclers. Each letter comprising the message is complete and legible, and cannot be readily obscured. Other factors include boldness, width, spacing, and location of lettering. The message must be distinguishable from refund messages of other states. (14 CCR Section 2000(a)(9)).

Consignee

Any person to whom something, especially goods, is handed over or delivered to.

Consumer

Every person who purchases a beverage (for his/her own consumption) in a beverage container from a dealer. "Consumer" includes, but is not limited to, a lodging, eating, or drinking establishment, and soft drink vending machines (PRC Section 14508).

Contrasting Colors

As used in reference to the redemption message lettering, means a clear differentiation in hue, value, and intensity with the background on which the redemption message appears, surrounding artwork, and other nearby printed information (14 CCR Section 2000(a)(12)).

Dealer

A dealer is a retail establishment that offers the sale of beverages in beverage containers to consumers. However, any lodging, eating, or drinking establishment, or soft drink vending machine operator who engages in the sale of beverages in beverage containers to consumers, shall not be deemed a dealer for purposes of this division, except that these sales are subject to redemption payments under PRC 14560 (PRC Section 14510).

Delivered / Delivery

Delivered or delivery means physically taking possession of the material (14 CCR Section 2000(a)(14)).

Department

Department of Resources Recycling and Recovery (CalRecycle)

Division

Department of Resources Recycling and Recovery (CalRecycle), Division of Recycling

Distributor

Every person who engages in the sale or transfer of beverages in beverage containers to a dealer in this state, including any manufacturer who engages in these sales. “Distributor” includes any person who imports beverages from outside this state for sale or transfer to dealers or consumers in this state (PRC, Section 14511).

DORIIS

Division of Recycling Integrated Information System (DORIIS) is a free, Internet-based tool for the recycling community. Beverage manufacturers and distributors have the ability to report processing fees and California Redemption Value (CRV) electronically through an online portal.

Exporting

The act of sending a filled or unfilled empty beverage container or empty beverage container components permanently out of this state (14 CCR Section 2000(a)(23)).

Indelibly

The redemption message must be permanently affixed on the beverage container from the point of purchase until the point of redemption and cannot be smeared or removed during regular use (14 CCR Section 2000(a)(27)).

Location

The street address or facility where the company operates (14 CCR Section 2000(a)(28)).

Processing Fee

The amount paid by beverage manufacturers to CalRecycle pursuant to PRC Section 14575 (PRC Section 14518.4).

Redeemable Beverage Container

A container identified with “CA Redemption Value,” “California Redemption Value,” “CA Cash Refund,” “California Cash Refund,” or “CA CRV” sold or transferred in California, which has an established refund value (14 CCR Section 2000(a)(38)).

Redemption Payment

The minimum amount paid by a distributor to CalRecycle for every beverage container sold or transferred to a dealer (PRC Section 14523).

Refillable Beverage Containers

Any aluminum beverage container, bimetal beverage container, glass beverage container, plastic beverage container, or other beverage container holding 150 fluid ounces or less of beverage which has a minimum deposit of 3 cents and which ordinarily would be returned to the manufacturer to be refilled and resold (PRC Section 14525).

Rejected Containers

A California redemption labeled beverage container, which a container manufacturer or beverage manufacturer elects to recycle or dispose of without paying any applicable processing fee, or which a distributor elects to recycle or dispose of without paying the redemption payment. "Rejected containers" include container tops, lids, or other components which contain the "CA Redemption Value," "California Redemption Value," "California Cash Refund," "CA Cash Refund," or "CA CRV" message (14 CCR Section 2000(a)(41)).

Scrap Value

The price paid for container material types subject to this division, after shipping and handling costs are deducted.

Wine Coolers

"Wine and distilled spirit cooler" means a beverage containing wine or distilled spirits to which is added concentrated or non-concentrated juice or flavoring material and containing not more than 7 percent alcohol by volume (PRC Section 14528.5).