



REUSE/REFURBISHING APPLICATION FORM

Name of Organization:			
Address:		Contact Name:	
City:		Phone:	
Postal Code:		Email:	

*A non-refundable fee of **\$1,500 + tax** applies to the submission of this application, or **\$1,100 + tax** for registered not-for-profit organizations.

Description of Operations:	
----------------------------	--

Products Accepted	Criteria for Acceptance
Computers	
Printers	
Displays	
Phones	
Other	

Number of Employees:		Years in Operation:	
Typical Material Source:	ICI = ___%	Residential = ___%	
Has your organization received any fines or regulatory orders received within the last 5 years, or had any other incident that required the notification or dispatch of first responders?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, describe:			

Attach a copy of the following	Document Reference
Summary of legal requirements	
Evidence of Workers Compensation	
Certificate of Insurance	
Procedure for reportable incidents	
Risk assessment process	
Sample of safety and environmental control procedures	
Summary of training requirements	
Summary of site security measures	
Sample of refurbishing process operating procedures	
Material tracking process	
Site closure plan	
Closure cost calculations and financial assurance	



REUSE/REFURBISHING APPLICATION FORM

Downstream Flow of End-of-Life Products and Components	
Material Stream	Downstream Processor

Confirmation of data and sign-off			
<input type="checkbox"/>	Check to confirm that all information provided in the application and associated documents is current and valid for the organization at the time of submission of the application.		
<input type="checkbox"/>	Check to confirm that the facility currently operates, and will continue to operate, in compliance with all applicable regulatory requirements and the requirements of the ERRS.		
<i>I understand that:</i>			
<input type="checkbox"/> Application fees are non-refundable; <input type="checkbox"/> Approval under the RQP does not guarantee a contract with, or allocation of material from, any program; and <input type="checkbox"/> Incomplete information will cause delays in processing and may result in the rejection of the application.			
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>Submit completed application package to: info@rqp.ca</p> </div> <div style="width: 35%;"> <p><i>Payment by EFT or send a cheque to:</i></p> <p>Electronic Products Recycling Association 5750 Explorer Drive, Suite 301 Mississauga, ON, L4W 0A9</p> </div> </div>			
<i>Signature:</i>		<i>Date:</i>	