



## Shipping Papers and Registered Scrap Tire Transporter Verification

As a scrap tire generating business, your responsibilities include

- **Completing the applicable sections** of the shipping paper form with the registered scrap tire transporter
- **Identifying the total quantity and percentage** of scrap tires picked-up or delivered to your business. You and the registered scrap tire transporter should agree on the total quantity and percentage of different types of scrap tires are entered on the shipping paper form. Different types of scrap tires include passenger and light truck tires, semi-truck tires or other tire types.
- **Signing** the form
- **Obtaining a copy** of the completed form
- **Keeping a copy** of the form on file for a minimum of three years from the date of completion
- **Verifying** that the scrap tire transporter has a current, original Ohio scrap tire transporter registration certificate in the vehicle
  - An original registration certificate will have a raised seal, the Ohio EPA Director's signature and be placed on copy-proof paper.
  - Check that registration certificate has not expired
- **Verifying** that the scrap tire transporter is displaying a current Ohio scrap tire transporter decal

Ohio EPA has created two shipping paper forms that the registered scrap tire transporter will use to account for the scrap tires picked up or delivered to your business. Registered scrap tire transporters are allowed to make their own forms if the information required in rule is placed on the form.

### Ohio EPA 2-Part Scrap Tire Shipping/Receiving Form

When provided this

form, you are required to complete *Section A* and *Section C*.

#### *Section A*

- 1) Identify the quantity of scrap tires either picked-up or delivered to your business. You are allowed three ways to quantify the scrap tires – by number, weight or volume.
- 2) Determine the percentage of the scrap tires picked-up or delivered that are passenger and light truck tires, semi-truck tires or other tire types (farm tires, construction tires, etc). The percent for all three categories should add up to 100%.

#### *Section C*

- 1) Mark whether you are the generator or the recipient of the scrap tires
- 2) List the name of your business
- 3) Provide the business mailing address

**EDUCATION AND OUTREACH FOR STGB**  
Contact: Shipping Papers Verification



**Environmental  
Protection  
Agency**



4) Sign and date the shipping paper form

**Ohio EPA 3-Part Scrap Tire Shipping/Receiving Form**

- When provided this form, you are required to complete *Section A* and *Section B* of this form if you are shipping scrap tires from your business.
- When provided this form, you are required to complete *Section A* and *Section D* of this form if you are receiving scrap tires at your business.

*Section A*

- 1) Identify the quantity of scrap tires either picked-up or delivered to your business. You are allowed three ways to quantify the scrap tires – by number, weight or volume.
- 2) Determine the percentage of the scrap tires picked-up or delivered that are passenger and light truck tires, semi-truck tires or other tire types (farm tires, construction tires, etc). The percent for all three categories should add up to 100%.

*Section B* (only complete if you are having scrap tires picked-up)

- 1) List the name of your business
- 2) Provide the business mailing address
- 3) Sign and date the shipping paper form

*Section D* (only complete if scrap tires were delivered to your business)

- 1) List the name of your business
- 2) Provide the business mailing address
- 3) Sign and date the shipping paper form