

# Scrap Tire Program

## Scrap Tire Receiver

### I am a Scrap Tire Receiver. What do I have to do?

**Who is a receiver?** A receiver is a person who generates or accumulates scrap tires.

- **Class One Receivers** include retail tire dealers, retreaders, and used tire dealers.
- **Class Two Receivers** include all others that generate or accumulate a minimum of ten (10) scrap tires a year including government agencies, vehicle fleet maintenance or dismantling companies, rental or sales operations or other activity that generates scrap tires.

### What is required of a receiver?

#### REGISTRATION

- Register with the Alabama Department of Environmental Management on ADEM Form 537. This form can be obtained from the ADEM web site at [adem.alabama.gov](http://adem.alabama.gov), by contacting ADEM at the address above or by calling 334-274-4201. There is no fee to register as a receiver, and the registration must only be done once unless changes in location, ownership or operation requires a new registration.

#### TRANSPORTATION OF SCRAP TIRES

- Allow scrap tires to be removed from your location by a Permitted Transporter only. Ask to see a copy of the transporters permit and get their permit/registration number, or call 334-274-4201 to verify they do in fact have a valid permit.
- Receivers may transport scrap tires that are generated from their own business operations involving the sale/change out of tires themselves without obtaining a transporter permit. However, they may not transport or accept scrap tires from other persons or businesses including other receivers. Call 334-274-4201 if you have questions about accepting tires from others.
- All shipments of scrap tires sent for off site processing or disposal must be accompanied by a completed manifest (ADEM Form 536 or other manifest approved in advance by ADEM) which must be prepared as a three part carbonless form. A copy of Form 536 may be found on the ADEM web site at [adem.alabama.gov](http://adem.alabama.gov) or by calling 334-274-4201. The manifest may be supplied by the receiver or transporter. **COPIES OF MANIFESTS MUST BE KEPT IN THE OPERATING RECORD AND SHOULD NOT BE SENT TO ADEM.**
- The use of ADEM supplied decals for any vehicle used to transport scrap tires is required.

## SCRAP TIRE ENVIRONMENTAL FEE

- If the receiver sells new, used or retreaded tires, they must collect the Scrap Tire Environmental Fee (\$1.00 for each new, used, or retreaded replacement tire sold) and remit the fee to the Alabama Department of Revenue (ADOR). You must register with the Alabama Department of Revenue for the collection of this fee. This registration is separate from registering as a Scrap Tire Receiver with ADEM. Visit [www.ador.state.al.us/motorfuels/scraptire](http://www.ador.state.al.us/motorfuels/scraptire) or call ADOR at 334-242-9608, or for information on fee collection.

## VECTOR CONTROL

- Limit the number of scrap tires accumulated to 1500 for Class One Receivers and 300 for Class Two Receivers. No scrap tires may be exposed to the elements for more than 30 days and they should be disposed of within that time frame. Anyone exposing scrap tires to the elements for more than 7 days must develop and implement a Vector Control Plan (scheduled spraying, larvacide briquettes, etc.) which must be approved by ADEM.

## QUARTERLY REPORTS

- Submit a summary of each quarter's activities to ADEM using ADEM form 539. Quarterly reports must be submitted by the due date even if no tires were transported during the quarter.

For scrap tires transported during January 1 through March 31 – submit by April 28th.

For scrap tires transported during April 1 through June 30 – submit by July 28th.

For scrap tires transported during July 1 through September 30 – submit by October 28th.

For scrap tires transported during October 1 through December 31 – submit by January 28th of the following year.

- Quarterly reports are located on the ADEM website at: <http://adem.alabama.gov/DeptForms/Form539.pdf>
- Quarterly report can be submitted through RE-TRAC by registering at: <https://connect.re-trac.com/registration/adem-alabama-reporting>

## OPERATING RECORD

- Maintain an operating record that must include the following:

Registration application sent to ADEM.

Registration approval package received from ADEM.

A copy of all completed manifests for scrap tire shipments.

A copy of financial assurance documentation.

A copy of all quarterly reports submitted to ADEM.

All other documents concerning scrap tires that you submit to ADEM.

Any other documents concerning scrap tires received by you from ADEM.

All other documents related to scrap tires at your business.

**ADDITIONAL INFORMATION:**

ADEM Administrative Code Division 1 ([adem.alabama.gov/Regulations/regulations.htm](http://adem.alabama.gov/Regulations/regulations.htm))

ADEM Administrative Code Division 4 ([adem.alabama.gov/Regulations/regulations.htm](http://adem.alabama.gov/Regulations/regulations.htm))

Alabama Department of Revenue 334-242-9608, [www.ador.state.al.us/motorfuels/scraptire](http://www.ador.state.al.us/motorfuels/scraptire)

\*This fact sheet is intended as a brief overview of requirements for Scrap Tire Receivers in Alabama. Complete requirements and other information regarding scrap tires may be found in ADEM Administrative Code 335-4 available on the ADEM web site at [adem.alabama.gov](http://adem.alabama.gov).