



Bi-Annual Reporting Form

Single-Use Carryout Bag Ban S.M.C.C. 5.45.020
City of Santa Monica Office of Sustainability and the Environment (OSE)



All **grocery stores, drug stores, pharmacies, liquor stores and mini marts** are required to report shopping bag distribution activities bi-annually. If the above store categories do not apply to your place of business this reporting form does not apply. Form submittal information provided at the bottom of page two.

DATE: _____

Reporting period for this form (check one):

- April 1 (for the reporting period: September - February) and;
- October 1 (for the reporting period: March - August)

Store Type (check one): Grocery Store Drug Store Pharmacy Liquor Store Mini Mart

Store Name: _____ Business Lic. # _____

Store Manager: _____

Store Street Address: _____ ZIP code: _____

Email: _____ Telephone: _____

Responsible Party / Corporate Contact

Name: _____

Title: _____

Corporate Address: _____ ZIP code: _____

Email: _____ Telephone: _____

Single-Use Carryout Bag Ban Requirements S.M.C.C. 5.45.030

1. Shopping Bag Distribution Activities:
 - How many paper bags were sold over the past 6 months? _____ # of paper bags
 - What was charged for each paper bag you sold? _____ ¢ per paper bag
 - Total of monies collected in the past six months from the distribution of paper bags \$ _____
2. Social Program Participation Regulations - S.M.C.C. 5.45.040
 - All grocery stores, drug stores, pharmacies, liquor stores and mini marts must provide a free reusable bag or recycled paper bag to customers participating in any California Special Supplemental Food Program
3. How many free bags did you distribute over the past 6 months?
 - _____ # of paper bags
 - _____ # of reusable bags
4. Reusable Shopping Bag Distribution (optional): How many reusable bags did you sell in the past six months?
 - _____ # of reusable bags

I declare under penalty of perjury that the information contained herein is true and correct. I have read the above requirements and understand my responsibilities accordingly.

Signature: _____ **Date:** _____

Disclosure - Your response is required by law and will be used to calculate the impact of the ordinance on the environment.

Submit Reporting Form via Web, email, fax or mail:

1. Website: submit on-line form, visit sustainable-sm.org/bag;
2. Email scanned copy of completed form to bringyourbag@smgov.net;
3. Fax completed form to 310.393.1279; or
4. Mail completed for to:

City of Santa Monica, Office of Sustainability and the Environment
1717 4th Street, Ste. 100
Santa Monica, CA 90401-3126
Attn: Bag Ban Reporting

Questions: Email: bringyourbag@smgov.net Telephone: 310.458.2201 x 2406

For Your Reference:

Summary of the Single-Use Carryout Bag Ban S.M.C.C. 5.45.030

- As of September 1, 2011, it is against the law to distribute single-use plastic bags at the point of sale.
- Bio-based plastic alternatives and virgin paper bags are not permitted under this ordinance.
- If you provide recycled content paper bags at the point of sale:
 - a. a minimum of \$0.10. per bag must be charged, and
 - b. each must be made of recycled materials (at least 40% post-consumer content and 20% for small bags).
- FREE paper or reusable bags must be provided free of charge to customers who are participating in supplemental food programs.
- The percentage of post-consumer content must be printed on each recycled bag.
- Stores keep all revenues from the sale of recycled paper bags. These revenues are non-taxable.
- Stores cannot provide discounts or rebates for recycled paper bags.
- Stores must verify that all reusable bags sold do not contain heavy metals in toxic amounts.
- Stores are required to report the purchase and sale of recycled paper bags to the City of Santa Monica twice a year (April 1st and October 1st).
- Stores are required to keep a complete and accurate record of the purchase and sale of recycled paper bags.
- Stores are required to keep a complete and accurate record of number of free bags that I provide to supplemental food program participants.
- Store records may be inspected without warning by an authorized City worker during business hours.
- Failure to comply with the regulations above may be fined without warning.
 - (1) The 1st violation results in a fine of \$75.00.
 - (2) The 2nd violation results in a fine of \$93.75.
 - (3) The 3rd violation results in a fine of \$112.50.
 - (4) Repeat Violators could be forwarded to the City Attorney's Office for criminal prosecution.