



CARPET AMERICA RECOVERY EFFORT SM
Developing market-based solutions for the recycling & reuse
of post-consumer carpet

CA CARPET STEWARDSHIP PROGRAM - NOTICE TO PROCESSORS
August 2015

On behalf of CARE, this document serves as notice to program participant processors of CA post-consumer carpet regarding recent updates affecting the California Carpet Stewardship Program incentives and reporting.

1. *New Reporting FREQUENCY — CHANGE from QUARTERLY to MONTHLY Reporting Period*

In an effort to improve timeliness and regularity of payments, the Program has adopted a new reporting process in which processors will be asked to submit data MONTHLY, rather than QUARTERLY. This policy will be adopted immediately and phased in over the months of September and October, based on the following schedule:

Phase 1: September 30, 2015 – Submit monthly reports for the first two months of Q3 (July and August), respectively. This request will be reviewed and processed by CARE. Payments are anticipated to be issued approximately 45 days after the reporting period closure date (9/31/15), pending approval by CARE.

Phase 2: October 31, 2015 – Submit monthly report for the last month of Q3 (September). Every third month will continue to undergo the same thorough internal review process. Checks will be issued following the SPC and SFOC quarterly meetings, generally within 45 days of the close of the reporting period closure date (10/31/15).

Phase 3: Moving forward, monthly reports shall continue to be submitted to CARE no later than the last day of the month (30 days) following the reporting MONTHLY period. See reporting table on the following page.

Internal quarterly reviews will occur during the reporting period appearing in bold above. Quarterly results are approved by the SPC and SFOC during the months of Dec, Mar, Jun and Sept. Quarterly results are presented to CalRecycle and posted on both the CalRecycle and CARE websites for public review. All company-specific data is confidential. Quarterly reports report all public data in aggregate.

We hope this adjustment will further assist you in maintaining a positive cash flow between reporting periods.



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Reporting Period <i>(Monthly)</i>	Submission Due Date <i>(30 days after the close of the reporting month)</i>	Anticipated Payment Date <i>(Generally 45 days after submission date)</i>
July & August 2015	September 30, 2015	November 15, 2015
September 2015	October 31, 2015	December 15, 2015
October 2015	November 30, 2015	January 15, 2016
November 2015	December 31, 2015	February 15, 2016
December 2015	January 31, 2016	March 15, 2016
January 2016	February 29, 2016	April 15, 2016
February 2016	March 31, 2016	May 15, 2016
March 2016	April 30, 2016	June 15, 2016
April 2016	May 31, 2016	July 15, 2016
May 2016	June 30, 2016	August 15, 2016
June 2016	July 31, 2016	September 15, 2016
July 2016	August 31, 2016	October 15, 2016

2. New Reporting Sheets

CARE has updated and improved our reporting system. Three new sheets have been created for monthly reporting. Please complete all those that apply to you.

TIER 1 Processor (Processor)	GREEN
TIER 2 Processor (Manufacturer)	BLUE
Collector/Sorter (CSE)	PURPLE

Please note, in future periods monthly report requests will be directed to you via our third party accounting firm, HA&W. Please look out for notices from the following sender:

Kate Deagan | Manager, Benchmarking Services
 P: (770) 353-4790 | E: Kate.Deagan@hawcpa.com

3. New Submission Email

A new reporting filing email will also be in use, beginning with the September 30th submission.

Please direct your monthly report submission to: CARE.CA.Reporting@hawcpa.com

Please copy your submission to: bjensen@carpetrecovery.org

END OF NOTICE

For additional information about this notice, please contact:
 Brennen Jensen, CA Program Manager at bjensen@carpetrecovery.org