Carpet Recycling in California

Customer Invoice Sample

Adding Carpet Stewardship Assessment to Customer Invoices

Retailers and dealers are responsible for including the carpet stewardship assessment as an after-tax line item on all consumer invoices for carpet* sold in California at the point of sale. Manufacturers remit the assessment collected from retailer/dealer sales on a quarterly basis to a third-party accounting firm. Upon receipt, CARE distributes these funds to support recycling of post-consumer carpet.

*includes all indoor/outdoor commercial and residential broadloom, as well as carpet tile

CalRecycle requires the invoice label to follow a precise protocol.

The assessment must be clearly visible on invoices or equivalent billing documents as a separate line item and must include a label approved by CalRecycle. The assessment amount is $0.35 per square yard.

All approved labels are listed below; if your invoice does not include one of these labels, your business is in violation.

CalRecycle-approved labels:

- California Carpet Stewardship Assessment
- CA Carpet Assessment
- CA Carpet Stewardship Assessment
- CA Crpt Stewardship Assessment
- CA Crpt Stwdshp Asmt

When retailers and dealers pay manufacturer invoices that include this assessment, retailers and dealers are doing their part in remitting the assessment. See sample invoice, over.

For more information and links to additional sample invoices, go to CarpetRecovery.org/CA-retailers. Questions? Contact CA@CarpetRecovery.org.
Sample Customer Invoice with Carpet Assessment

See instructions, over.

**JOE’S CARPET SHOP INVOICE**

<table>
<thead>
<tr>
<th>DATE</th>
<th>WORK ORDER #</th>
<th>OUR ORDER #</th>
<th>SALES REP.</th>
<th>F.O.B.</th>
<th>SHIP VIA</th>
<th>TERMS</th>
<th>TAX ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/3/2019</td>
<td>Susie Q.</td>
<td>9876543</td>
<td></td>
<td></td>
<td></td>
<td>Net 10 days</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>QTY</th>
<th>UNITS</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>35</td>
<td>SY</td>
<td>Perfect Carpet (12’ x 26’ 3&quot;)</td>
<td>4.56</td>
<td>159.60</td>
</tr>
</tbody>
</table>

Sold 35 sq yd (SY) of carpet; assessment = 35 cents/sq yd, or CalRecycle-approved assessment label added post-tax

<table>
<thead>
<tr>
<th>CA Carpet Stewardship Assessment</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.25</td>
<td>187.81</td>
</tr>
</tbody>
</table>

Installation Date: 1/10/2019
Installer: Best Installer
Phone #: 555-555-1234

Thank you for your business.

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