



CITY OF READING, PENNSYLVANIA

Department of Public Works
Sustainability/Solid Waste Division

503 N. 6th St
Reading, PA 19601
1-877-727-3234

City of Reading Commercial Recycling Program Requirements*

All businesses, institutions, non-profits, and multi-family residences with 5 or more units are required to recycle if located within the City of Reading. This is mandated by Pennsylvania [Act 101](#) as well as the city's [Code of Ordinances](#) (Chapter 496 "Solid Waste"). This includes all restaurants, bars, hotels, stores, gas stations, and all other businesses. The commercial recycling program requires, at minimum, recycling of the following materials:

For multi-family properties with 5 or more units:

- Clear, brown and green glass containers
- All types of plastic bottles
- Aluminum and tin cans
- Mixed paper & cardboard

For commercial businesses:

- Aluminum cans
- Corrugated paper
- High-grade office paper

Your business/property has two options for recycling collection:

1. Self-haul recycling materials directly to an established recycling center.

OR

2. Enter a private contract with a licensed recycling hauler. Some haulers provide both trash and recycling services. For a list of haulers, see the Public Works website.

Reporting

The City of Reading requires all commercial businesses, whether self-hauling or working with a private hauler, to submit an annual report no later than June 30th, 2017.

- If you self-haul your recyclables you must submit an annual report showing the destination of your recycled materials along with the weight slips received from your recycling facility.
- If you contract with a private hauler your private hauler is responsible for submitting a report to the City of Reading on your behalf. As a business owner, it is your responsibility to make sure this is done.

Education & Responsibility

It is the responsibility of the business to provide the necessary notification, information and materials to allow employees, tenants, customers, visitors, and other users of the property to comply with recycling requirements. Additionally, owners of multi-family dwellings with 5 or more units must permanently display solid waste rules & regulations in each unit as well as at communal collection areas.

*This document is meant to be a resource for businesses and not meant to be a comprehensive list of requirements. For full requirements, refer to the City of Reading's Code of Ordinances, reachable from the Public Works website. If you have further questions, please contact the Citizens Service Center at 1-877-727-3234.