



Annual report for dry cleaners

[See Paragraph 14(b) and Schedule 4 of the *Tetrachloroethylene (Use in Dry Cleaning and Reporting Requirements) Regulations*]

(Vous pouvez obtenir ce formulaire en français)

For our reference, please indicate your preferred language:
Pour nos dossiers, veuillez indiquer la langue de votre choix:

☐ English

☐ Français

Instructions:

- Fill in this form completely and legibly.
- This annual report must be submitted no later than **April 30** of the calendar year following the year in which the activities took place (such as April 30, 2022 for activities from January 1 to December 31, 2021).
- Submit the completed and signed annual report by email or mail to the Environment and Climate Change Canada office identified at the end of this form.
- Complete a separate annual report for each dry-cleaning facility that you own or operate.

STEP ①: Identification of reporting year

January to December (year)

STEP ②: Identification of the dry-cleaning facility

Change of owner or closure ☐ Yes




NOTE: If the facility has **changed ownership** during the reporting year, list all owners or operators in Step 7, below. Each owner or operator must submit a report for their own activities. If the facility has closed, provide details in Step 7, below.

Information of the owner or operator of a dry-cleaning machine		
Name of owner or operator:		
Legal name of company (optional):		
Business or trade name of company:		
Civic (street) address of principal place of business:		
Postal address of principal place of business: <input type="checkbox"/> Same as civic (street) address		
Telephone number:	Ext:	Fax number (if any):
Email address (if any)**:		
Information of the person authorized to act on behalf of the owner or operator (to fill out if you are not the owner or operator of the facility)		
Name:		
Title:		
Name of company:		
Civic (street) address of principal place of business:		
Postal address of principal place of business: <input type="checkbox"/> Same as civic (street) address		
Telephone number:	Ext:	Fax number (if any):
Email address (if any)**:		

** Reporting reminders and forms will be sent to this email address.

**STEP ③: Purchase of tetrachloroethylene (PERC)**

 **NOTE:** If you have made more than 5 purchases during the reporting year, or add one manually.

Total number of tetrachloroethylene (PERC) purchases: _____

Tetrachloroethylene (PERC) purchases	Purchase #1	Purchase #2	Purchase #3	Purchase #4	Purchase #5
Date of purchase (yyyy-mm-dd)	_____	_____	_____	_____	_____
Quantity of tetrachloroethylene purchased (kilograms)	_____ kg	_____ kg	_____ kg	_____ kg	_____ kg
Company name of each supplier (optional):					

One litre of tetrachloroethylene weighs 1.62 kilograms (kg). [1L = 1.62kg]

STEP ④: Identification of dry-cleaning machine(s)**NOTE:**

- If you have more than 3 dry-cleaning machines, use the *Click here to have new blank copy* in step 3 or add one manually.
- Refer to paragraph 8(1)(b) of the *Regulations* for details regarding waste water treatment systems.

	Dry cleaning machine #1	Dry cleaning machine #2	Dry cleaning machine #3
Machine make			
Machine model			
Machine serial number			
Machine cleaning capacity	_____ kg or lb	_____ kg or lb	_____ kg or lb
Is the machine equipped with an integral refrigerated condenser?	Yes No	Yes No	Yes No
Was the machine installed or in use before August 1, 2003?	Yes No	Yes No	Yes No
Is waste water from the machine treated by an on-site waste water treatment system?	Yes No	Yes No	Yes No



STEP ⑤: Waste management



NOTE:

if:

- you have **more than 5 transports** (Part A);
- you have used a **different transport company** (Part B) for each transport, or;
- you have used a **different waste management facility** (Part C) for each transport.

PART A: information respecting transport of waste water and residue*

Describe each transport during the year for which your waste was transported to a waste management facility
(Do not attach invoices)

Transport(s)	Date (yyyy-mm-dd)	Type and quantity of waste transported (fill out at least 1 of the 3 categories below)					
		Waste water only		Residue* only		Mix of waste water and residue*	
#1	_____ yyyy-mm-dd	_____ kg or	L	_____ kg or	L	_____ kg or	L
#2	_____ yyyy-mm-dd	_____ kg or	L	_____ kg or	L	_____ kg or	L
#3	_____ yyyy-mm-dd	_____ kg or	L	_____ kg or	L	_____ kg or	L
#4	_____ yyyy-mm-dd	_____ kg or	L	_____ kg or	L	_____ kg or	L
#5	_____ yyyy-mm-dd	_____ kg or	L	_____ kg or	L	_____ kg or	L

*Residue: means any solid, liquid or sludge waste containing tetrachloroethylene. Examples may include the weight of lint, muck/sludge, solvent filters (cartridge and spin disk), still bottoms, and so on.

PART B: Information on the company that made the transport

Name of company that made the transport:

Civic (street) address of principal place of business of company that made the transport:

Postal address of principal place of business (if different from civic address):

Telephone number:

Ext:

PART C: Information on waste management facility

☐ SAME AS THE COMPANY NAMED IN PART B

IF WASTE MANAGEMENT FACILITY IS DIFFERENT FROM THE COMPANY NAMED IN PART B PROVIDE:

Name of waste management facility:

Civic (street) address of principal place of business of waste management facility:

Postal address of principal place of business (if different from civic address):

Telephone number:

Ext:



STEP ⑥: Request for confidentiality

Indicate if you are requesting confidentiality under Section 313 of the Canadian Environmental Protection Act, 1999 (CEPA 1999).

Pursuant to section 313 of the Canadian Environmental Protection Act, 1999, any person who provides information in this form may submit, with the information, a written request that it be treated as confidential. A request for confidentiality may be submitted for all or part of the information provided. When requesting confidentiality, specify the parts (e.g. sections, tables) of the information to be treated as confidential. A request should only be made for information that is truly confidential.

When submitting a request for confidentiality, the following criteria should be considered:

- the information is confidential to your company and has consistently been treated as such by your company;
- your company has taken, and intends to continue to take, measures that are reasonable in the circumstances to maintain the confidentiality of the information;
- the information is not, and has not been, reasonably obtainable by third persons by use of legitimate means, except with the consent of your company;
- the information is not available to the public;
- disclosure of the information may reasonably be expected to cause substantial harm to the competitive position of your company; or
- disclosure of the information may reasonably be expected to result in a material financial loss to your company or a material financial gain to your company's competitors.

Upon receipt of a request for confidentiality under section 313 of the Act, in relation to information submitted, the Minister of the Environment shall not disclose that information, except in accordance with the law.

I do not request that the information I am submitting be treated as confidential, and I consent to it being released without restriction.

Pursuant to section 313 of the CEPA 1999, I request that the following parts of the information that I am submitting be treated as confidential.

- **Specify the parts [such as sections or tables] of the information that you request be treated as confidential (mandatory):**

- **Include the reason for your request (mandatory):**

STEP ⑦: Additional comments or information

The facility ceased operations during this reporting year. Closing date: _____ (yyyy-mm-dd)

The facility changed ownership during this reporting year. Effective date: _____ (yyyy-mm-dd)



STEP ⑧: Signature

- You must sign and date this section.
- **It is an offence under the *Canadian Environmental Protection Act, 1999* and its regulations to submit an incomplete form.**

I, _____, declare that the information provided in this annual report is accurate and complete. (Please print name of owner or operator, or the person who is authorized to act on behalf of the owner or operator.)



Signature of owner or operator, or of person who is authorized to act on behalf of the owner or operator

Date (yyyy/mm/dd): _____

Total number of pages in this annual report:

Where to submit your form

Once completed, send your annual report to **produits-products@ec.gc.ca**
or mail your annual report to:

**Products Division
Tetrachloroethylene Regulations Coordinator
Environment and Climate Change Canada
351 Boulevard Saint-Joseph, 9th floor
Gatineau (Québec) K1A 0H3**

Regional contacts information can be found at **www.canada.ca/perc-contact-information**
Telephone: **1-800-668-6767**