

# HOW TO ENSURE PROPER PICKUP OF BAGS AND TUBS

Please have all bulk bags or tubs ready in your shipping/loading area and follow these instructions to ensure proper payment.

1 Make sure bulk bags or tubs to be picked up are properly closed - with their tag securely attached – and set side by side in your centre’s shipping/loading area on your scheduled pickup date/time.



2 Upon arrival, the driver will scan your redemption centre identification number.



3 The driver will then scan the tag on each bulk bag or tub being picked up and load them on the truck.



4 Once done, the driver will hand you a packing slip.



5 Verify the packing slip against your own shipping log to ensure there are no discrepancies. Keep the packing slip for your records.

encorp<sup>re</sup>  
encorpatl.ca

Carrier: AB  
Depot #: BC00-00  
Trailer #: 01234  
Date: 06/06/21  
Time: 13:11:23

Tag #	Sort	Qty.
4512541	06	749
4512653	01	1992
4517632	01	1516
4517532	05	993
4517510	01	1840
4517625	01	1863
Total:		7,090
Pickup		5 Encorp bags

ERROR!

REDEMPTION CENTRE  
SHIPPING LOG

DATE: 06/06/21  
BAG CLOSED: 6

TAG #	SORT #	DATE SHIPPED
4512541	06	749
4512653	01	1992
4517632	01	1516
4517532	05	993
4517510	01	1840
4517625	01	1863
TOTAL:		8,953

If you note any discrepancies on your packing slip, wait for your next payment (Deposit Letter) from Encorp to check that all units have been paid.

encorp<sup>re</sup>

Redemption Centre BC00-00  
Address  
Pickup date: 2021-06-06

We have been advised that material has been received at the processing centre for the above mentioned pickup(s).  
A bank transfer will be made on 2021-06-12.

0000 Recyclables: 8,953  
0 Refillables:  
0 Other:  
Handling fee:  
ERA fee:  
ERA HST:  
HST:  
Subtotal:  
Adjustment:  
Total:

These amounts are subject to verification and adjustments upon receipt of the material.

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If all units have not been paid, **CONTACT ENCORP** (pauline.nowlan@encorpatl.ca) by sending a photo of the problematic packing slip and your shipping log to resolve the issue.

encorp<sup>re</sup>

Redemption Centre BC00-00  
Address  
Pickup date: 2021-06-06

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Drivers strive to ensure accuracy during the pickup process. However, human errors can occur. Please be courteous to the drivers and report discrepancies to Encorp.

