



County Environmental Charge (CEC)
Quarterly Municipality Remittance Report

Report Period:

Municipality Name:
Contact Name:
Email Address:

Hauler:
Telephone:

Check this box if any of the information above is incorrect. Please edit information directly on this form above.

1. Enter the number of homes or residences serviced during the reporting period:	<input type="text"/>
2. Enter the dollar amount of MSW service receipts for this reporting period:	\$ <input type="text"/>
3. Total Environmental Charge Due = \$ <u>Line 2 above</u> x 35% (.35) (pay this amount):	\$ <input type="text"/>

4. Certification

I have reviewed the above information in this report and declare that it is true, accurate and complete.

Name	<input type="text"/>	Date	<input type="text"/>
Title	<input type="text"/>	Telephone	<input type="text"/>
Signature	<input type="text"/>		

<p>Please make checks payable to Washington County PHE. Remit this form and payment to:</p> <p>Washington County Public Health & Environment Attn: Accountant 14949 62nd Street North, Room 4600 PO Box 6 Stillwater, MN 55082-0006</p>	County Use Only
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Instructions for Completing the Washington County Environmental Charge (CEC) Municipality Remittance Report

Reporting Frequency: Municipalities who contract for solid waste collection on behalf of residents shall submit one (1) completed CEC report, along with any County Environmental Charge (CEC) remittance amount, per reporting period. Municipalities who contract for solid waste collection on behalf of residents shall submit one (1) completed report per quarter to the PHE Department.

Quarterly Reporting Schedule

CEC Reporting Period	CEC Remittance Report Quarter	CEC Remittance Report Due Date
January 1 – March 31	Quarter 1	April 20
April 1 – June 30	Quarter 2	July 20
July 1 –September 30	Quarter 3	October 20
October 1 – December 31	Quarter 4	January 20 (following year)

Line (1) Enter the number of homes or residences serviced during the reporting period.

Line (2) Enter the dollar amount of MSW service receipts for this reporting period.

Line (3) Multiply the amount from line 2 by 35% (.35) and enter the result in the space provided. This is the total amount of CEC due to the county.

Line (4) Certification: Print the name, title, and telephone number of the person completing the form and attesting to the information in the report and sign and date the form.

Payment Instructions: Payment in the form of check, money order, cash, or electronic funds transfer are accepted. Electronic funds transfer payments can be arranged if needed by contacting the Department Accountant at 651-430-6655.

Submitting CEC report and payment(s) by mail	Submitting CEC Report by email
<p>Mail CEC report and payments to: Washington County Public Health & Environment Attn: Accountant 14949 62nd Street North, Room 4600 PO Box 6 Stillwater, MN 55082-0006</p>	<p>CEC reports submitted by email must be:</p> <ul style="list-style-type: none"> Emailed to PHE-CEC@co.washington.mn.us by the 4:30 PM deadline. Scanned copies of a signed and dated CEC Report. Attachments in a PDF or image file format (JPEG or PNG). Note: CEC payments must still be submitted according to the payment instructions above. In order to avoid late fees, the CEC Report AND the CEC remittance payment must be received by the applicable deadline.

Questions? Contact Jenna Venem at Jenna.Venem@co.washington.mn.us or 651-430-6655.