

# Scrap Tire Program

## Scrap Tire Transporter

### I am a Scrap Tire Transporter. What do I have to do?

**Who is a transporter?** A transporter is a person who is engaged in the transportation of scrap tires when more than 8 scrap tires are transported at one time.

### What is required of a transporter?

#### PERMITTING

- Obtain a permit from the Alabama Department of Environmental Management (submit ADEM Form 538). This form can be obtained from the ADEM web site at [adem.alabama.gov](http://adem.alabama.gov), by contacting ADEM at the address above or by calling 334-274-4201. Current permit fees may be found on the ADEM web site in Division 1 Regulations, Fee Schedule I or by calling 334-274-4201. Financial assurance must be in effect for the duration of the permit (see below) and the transporter must comply with all requirements of ADEM Scrap Tire Regulations (ADEM Administrative Code 335-4).

#### FINANCIAL ASSURANCE

- Maintain required financial assurance. Financial assurance requirements may be met, with approval in advance, through obtaining a performance or surety bond in a minimum amount of \$10,000 (see ADEM web site or call 334-274-4201 for required bond language), certified financial statement proving net worth of \$100,000, or proof of insurance in the minimum amount of \$1,000,000. ADEM must be named as the obligee for bonds or the certificate holder for insurance and only original bond or insurance forms will suffice, no copies, no exceptions. It is the responsibility of the person or facility holding the permit to maintain financial assurance for the duration of the permit. Failure to do so will result in the revocation of the permit.

#### TRANSPORTATION OF SCRAP TIRES

- Transporters may only accept scrap tires for shipment from a Registered Receiver, a Permitted Processor, a Solid Waste Disposal Facility, or other persons approved in advance by ADEM. A transporter may only transport scrap tires to a Registered Receiver, another Permitted Transporter, a Permitted Processor, a retreader, or a Solid Waste Disposal Facility. Permitted Transporters must utilize an ADEM provided Scrap Tire Transporter Decal on each vehicle used to transport scrap tires. The possession and use of a decal does not indicate an operator holds a valid transporter permit and is allowed to transport scrap tires. Transporters and their customers should ensure the transporter holds a valid permit. Transporters should ask to see a copy of the permit or registration from customers, or call 334-274-4201 to verify they do in fact have a valid registration or permit or that they are not required to be registered or permitted.

## **USE OF APPROVED MANIFESTS**

- All shipments of scrap tires must be accompanied by a completed manifest (ADEM Form 536 or other manifest approved in advance by ADEM) which has been prepared as a three part carbonless form. Permitted transporters may supply the manifests or require processors or receivers from whom they accept scrap tires to have them printed. **COPIES OF MANIFESTS MUST BE KEPT IN THE OPERATING RECORD AND SHOULD NOT BE SENT TO ADEM.**

## **QUARTERLY REPORTS**

- Submit a summary of each quarter's activities to ADEM using ADEM form 539 according to the following schedule:

For scrap tires transported during January 1 through March 31 – submit by April 28th.

For scrap tires transported during April 1 through June 30 – submit by July 28th.

For scrap tires transported during July 1 through September 30 – submit by October 28th.

For scrap tires transported during October 1 through December 31 – submit by January 28th of the following year.

Quarterly reports must be submitted by the due date, even if no tires were transported during the quarter.

- Quarterly reports are located on the ADEM website at: <http://adem.alabama.gov/DeptForms/Form539.pdf>
- Quarterly report can be submitted through RE-TRAC by registering at: <https://connect.re-trac.com/registration/adem-alabama-scrap-tire>

## **OPERATING RECORD**

- Maintain an operating record that must include the following:

Permit application sent to ADEM.

Permit approval package sent from ADEM.

Your copy of all completed manifests on scrap tire shipments.

Your copy of financial assurance or insurance documentation.

All quarterly reports you submit to ADEM.

All other documents generated at the facility that are submitted to ADEM.

All other documents related to scrap tires at your business.

## **ADDITIONAL INFORMATION:**

ADEM Administrative Code Division 1 ([adem.alabama.gov/Regulations/regulations.htm](http://adem.alabama.gov/Regulations/regulations.htm))

ADEM Administrative Code Division 4 ([adem.alabama.gov/Regulations/regulations.htm](http://adem.alabama.gov/Regulations/regulations.htm))

\*This fact sheet is intended as an overview of requirements for Scrap Tire Transporters in Alabama. Complete requirements and other information regarding the transportation of scrap tires may be found in ADEM Administrative Code 335-4 available on the ADEM web site at [adem.alabama.gov](http://adem.alabama.gov).