INSTRUCTIONS FOR CATEGORY A MANIFESTS

General Instructions: All entries must be legibly printed or typed.

Nonhazardous Waste Transporter Decal Number: This is the number that appears on your license and on the decal attached to your conveyance.

Generator: NAME and TOWN are required. TOWN refers to the municipality to which the Generator pays taxes.

Transporter: Company NAME is required. If the decal number is filled in above, the address and phone number are optional. QUANTITY LOADED, DATE LOADED, DRIVER’S NAME, DRIVER’S SIGNATURE and DATE SIGNED are required.

Waste Type: You must check one of the three types. Specify waste if waste type is a special waste.

Disposal Facility or Site: If facility CODE is known, enter the number, NAME and LOCATION are required, PHONE is optional. QUANTITY RECEIVED, DATE RECEIVED, OPERATOR’S NAME, OPERATOR’S SIGNATURE and DATE SIGNED must be filed in by the disposal facility operator.

The top page of the manifest form should be kept for the transporter’s records. The second page of the manifest must be returned to the Dep within fifteen days after the end of each fiscal quarter. (Manifests must be received by April 15, July 15, October 15, and January 15.)

Send manifests to

DEP NHW Manifests
17 State House Station
Augusta, Maine 04333

Call (207) 441-8450 if you have any questions