

# WEST VIRGINIA DEPARTMENT OF ENVIRONMENTAL PROTECTION

REAP PROGRAM  
601 57th Street, S.E.  
Charleston, WV 25304

## West Virginia Electronic Manufacturer Registration Form

**For Program Year 2022**

(due January 1, 2022)

**Registration** applies to a manufacturer that manufactured an average of more than 1,000 covered electronic devices (CED) per year. Manufacturers are to register before sell of the CEDs commence in West Virginia.

**Manufacturer** means a person that is the brand owner of the CED brand sold or offered for sale in the state, by any means, including transactions conducted through sales outlets, catalogs, or the internet.

**Covered Electronic Device** means a computer, television, or other video display device (VDD) with a screen that is greater than 4 inches measured diagonally.

For more information, please contact the REAP Program at the West Virginia Department of Environmental Protection (WVDEP) at reapCEDinfo@wv.gov or 1-800-322-5530.

### Manufacturer Information

Company Name:		Reg. No. (if renewal)	
Contact Name:		Title:	
Phone Number:	Web Address:		
Email:			
Mailing Address:			
City:	State of Principal Subdivision:		
Postal (Zip) Code:	Country (if outside U.S.):		

### Alternate Contact Information

Mailing Address:	Email:
City:	State or Principal Subdivision:
Postal (Zip) Code:	Country (if outside U.S.):

### Authorized Representative in U.S. (if applicable)

Company Name:		
Contact Name:		Title:
Phone Number:	Web Address:	
Email:		
Street Address:		
City:	State:	Zip Code

### New Applicants - To be completed by manufacturers **without** prior registration

Please be sure to include a description of your takeback program if applicable.

No takeback program - _____	Fee Due - \$10,000.00	Please make checks payable to:
		WVDEP REAP
Submitting a takeback program for review - _____	Fee Due - \$3,000.00	601 57th St. SE
		Charleston, WV 25304

### Manufacturer's Brand Names and Types - Please list all that apply

Brand Name	Device Type(s) - Laptop, Phone, Television, etc.

**Renewal Applicants - To be completed by manufacturers with prior registration**

Please be sure to include a description of your takeback program if applicable.

No takeback program - \_\_\_\_\_

Fee Due - \$5,000.00

Please make checks payable to:  
 WVDEP REAP  
 601 57th St. SE  
 Charleston, WV 25304

Has an approved takeback program - \_\_\_\_\_

Fee Due - \$500.00

**Manufacturer's Brand Names and Types - Please list all that apply**

Brand Name	Device Type(s) - Laptop, Phone, Television, etc.

**Takeback Program Details**

No. of CEDs Manufactured in the Previous 3 Calendar Years	1) _____	2) _____	3) _____
Do you offer a WVDEP approved CED takeback program?	Yes _____	No _____	Year Implemented: _____
Takeback Website:	Takeback Phone Number:		
Please provide, or attach, a detailed description of your takeback/recycling program. You must include a detailed description of how a person may return a covered electronic device and whether they are recycled, refurbished, or reused.			

**Signatures**

I certify, to the best of my knowledge, that the information provided on this form is accurate and complete and based on the actual records maintained by this company. The records will be made available to the West Virginia Department of Environmental Protection for auditing purposes, if requested.

Signature	Title	Date
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**FOR STATE USE ONLY**

Date Received:	Check No.:	Registration for Calendar Year:
Last Registered Year:	Amount of Fee Included:	
Application Complete?	3-Year CED Manufactured Average:	
Takeback Program Adequately Described?	Implementation Report Included?	
Additional Information Needed:		
Registration Number:		Reviewer Initials:
Notes:		