



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
ENVIRONMENT, GREAT LAKES, AND ENERGY  
LANSING



LIESL EICHLER CLARK  
DIRECTOR

TO: Scrap Tire Hauler Registration Applicants

FROM: Jeff Spencer, Manager, Sustainable Materials Management Unit, Solid Waste Section, Materials Management Division

DATE: October 30, 2020

SUBJECT: Calendar Year 2021 Scrap Tire Hauler Registration Applications

Scrap tire haulers, pursuant to Section 16905(1) of Part 169, Scrap Tires, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA), are required to register annually with the Department of Environment, Great Lakes, and Energy (Department).

**REGISTRATION PACKETS AND APPLICATION FORMS ARE NOT BEING MAILED THIS YEAR.** This information is available on the Scrap Tire Program web page, [www.mi.gov/scraptires](http://www.mi.gov/scraptires). You will find the necessary forms and information by clicking on “Scrap Tire Hauler and Collection Site Registration Information” under the “Scrap Tires” heading. Please use the registration application form on the Scrap Tire Program web page as older versions of this form will not be accepted. Please read all the materials carefully to ensure that you understand them.

**PLEASE NOTE: ALL FIELDS MUST BE COMPLETED. IF A FIELD DOES NOT APPLY, PLEASE ENTER “0,” “N/A,” ETC. APPLICATIONS WITH BLANK INFORMATION WILL BE DETERMINED TO BE ADMINISTRATIVELY INCOMPLETE AND WILL BE RETURNED.**

This year you will again be required to enter a valid email address on your registration application form. All future reminders and communications will be sent via email.

***To qualify for Administrative Procedures Act (APA) rights to operate under your 2020 Hauler Registration until the 2021 Hauler Registration is issued an administratively complete application must be received or postmarked by January 31<sup>st</sup>. Administratively incomplete or late (postmarked or received after January 31<sup>st</sup>) do not qualify for APA rights and hauling without APA rights or an issued registration is a violation of Part 169 and may result in enforcement actions and fines.***

This year we are also again requesting that you include your Michigan Corporate ID Number in the space provided. **THIS IS NOT YOUR TAX ID NUMBER.** This number is obtained from the Department of Licensing and Regulatory Affairs (LARA) and is a nine-digit number beginning with “80”. To search for an existing Michigan Corporate ID Number, or to see if a Michigan Corporate ID Number exists for your business, check the LARA database at <https://cofs.lara.state.mi.us/corpweb/CorpSearch/CorpSearch.aspx>. Applications for a Michigan Corporate ID Number can be filed with the Corporation Division by U.S. mail, fax, or taking it into the Corporation Division office. Additional information including the fax number and mailing address can be found on the Corporation Division Web site listed above.

You must enter the legal name of the partnership, corporation, association, governmental entity, or other legal entity making application for registration as a scrap tire hauler, and any assumed name (i.e., “doing business as” or “DBA”) under which the scrap tire hauler business is to be conducted

or transacted. If you do not have a Michigan Corporate ID Number, you must apply in your own name and write "individual" in the Michigan Corporate ID Number space on the application. You may include a common name for your business in parentheses next to your own name on the application for reference purposes, i.e.: "John Doe (dba XYZ Tires)."

**A scrap tire hauler shall maintain a bond in favor of the Department, unless the scrap tire hauler is owned and operated by a scrap tire processor in compliance with Part 169. The bond shall be on a form approved by the Department and shall be in the amount of \$10,000. The bond may be in the form of a surety bond, a certificate of deposit, an irrevocable letter of credit, or a cash bond, and must be on a Department form. Appropriate bond forms are available on the Scrap Tire Program web page, by contacting this office, or your District Office (staff list available on the Scrap Tire Program web page). All NEW bonds submitted must be on the forms on the Scrap Tire Program web page with revision dates of 12/20 or the application will be considered to be incomplete.**

**A scrap tire hauler who does not provide all of the information required by the Department will not be registered under Part 169. A scrap tire hauler must include documentation of bonding for the registration period with the application.** Incomplete applications will be returned, and the applicant will be subject to appropriate enforcement action until the scrap tire hauler is properly registered.

To avoid possible delays in processing scrap tire hauler registration applications, haulers must identify the legal destination to which the hauler will transport tires in 2021. Section 16902(1) of Part 169 states that a person shall deliver a scrap tire only to, **and only with the consent of the owner or operator of,** one of the following locations that is in compliance with Part 169: a registered collection site, a location that has legally accumulated scrap tires below the regulatory threshold as qualifying as a collection site, a licensed disposal area (landfill), an end-user, a scrap tire processor, or a tire retailer. Disposal of tires at a sanitary landfill must comply with Part 115, Solid Waste Management, of the NREPA. **Whole tires may not be disposed of in a landfill. However, a landfill may accept scrap tires that have been cut or shredded and are no longer whole, or a landfill may be designated as a certified end-user.**

In addition, a scrap tire hauler who disposes of scrap tires at a location that is not in compliance with all applicable requirements of Part 169 will be subject to criminal enforcement action under Section 16909 of Part 169. If there is any question on the status of a location to which tires may be delivered, contact the appropriate Materials Management Division (MMD) District staff. The district telephone numbers are located in the Information Sheet available on the Scrap Tire Program web page.

You should also note that a scrap tire hauler must maintain a record of each load or consolidated load of scrap tires transported. **Only Form EQP 5128, the Scrap Tire Transportation Record, and EQP 5128a, the Consolidated Load Scrap Tire Transportation Record (manifest), may be used by a scrap tire hauler. No other scrap tire transportation record (manifest) forms will be approved. You must use the Department forms available on the Scrap Tire Program web site.** These forms may be copied for use by the hauler. Scrap tire haulers shall not dispose of scrap tires at a site other than the site identified on the manifest required by Section 16905(3) of Part 169. A copy of the record shall be provided to the location to which the scrap tires are delivered.

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In the section "Scrap Tires Delivered and Collected in Michigan During 2020," please enter the number of tires delivered or collected to date. If there were no tires collected during the previous year, please indicate so.

A scrap tire hauler, when transporting scrap tires, must have in their possession a copy of the current unexpired scrap tire hauler registration and the original copy of the manifest covering the load of scrap tires being transported. ***The current scrap tire hauler registration number, issued by the Department, must be visibly displayed on a vehicle transporting scrap tires, whether the scrap tires are transported in or on the motor vehicle or a trailer. The number shall be in block style numerals at least 2 inches high and located on the driver's side of the vehicle but not on a window. The color of the numerals shall contrast with the background vehicle color.***

For additional information on the Scrap Tire Program, please check the Scrap Tire Program Web site at [www.mi.gov/scraptires](http://www.mi.gov/scraptires). You will find grant information, registration forms, Part 169, lists of registered scrap tire haulers and collection sites, along with other useful information.

If you need assistance completing the scrap tire hauler registration application or obtaining the application forms from the Web site, please contact Ms. Michelle White; Registration Technician, Sustainable Materials Management Unit, Solid Waste Section, MMD, at 517-230-2980; or you may contact Ms. Kirsten Clemens at 517-614-7431; or you may contact us via email at [EGLE-ScrapTire@Michigan.gov](mailto:EGLE-ScrapTire@Michigan.gov) prior to emailing your registration application(s).

cc: MMD District Tire Staff, EGLE

A handwritten signature in black ink that reads "Rhonda S. Dyer". The signature is written in a cursive style with a large, looped initial "R".