

RECORDKEEPING REQUIREMENTS FOR RECYCLERS



In 2008, the City passed the Prohibited and Regulated Materials Ordinance, Section 11-4-2625 of the Chicago Municipal Code. Updated in 2014, the Rules and Regulations for Recycling Facilities require operators to keep records of transactions involving any of the materials listed below. This flyer is for general information only. It is not intended to replace, interpret, or modify any federal, state, local, or other law of any kind, nor does it provide or constitute legal advice.

PROHIBITED MATERIALS	REGULATED MATERIALS
Stop signs & other street signs	Metal fencing & gates
Utility hole covers, including sewer lids, "manhole covers" & grates	Metal downspouts & gutters
Fire hydrant parts, including caps & nozzles	Metal siding & doors, including siding from homes & garages
Water meters & parts of water meters including meter lids	Metal door hardware, including knobs, hinges & kick plates
Gas meters & parts of gas meters	Metal sinks
Electric meters & parts of electric meters	Aluminum wire
Exterior telephone wire	Copper wire
Transformers	Copper pipes
Metal street lamp posts, sign posts, & flag poles	Metal coils
City street lights, including viaduct lights	Copper/aluminum radiators & auto radiators
Any other material of the type typically owned or maintained by a governmental entity or a utility company	License plates
Cemetery urns & plaques	Barbeque grills
Historical markers	Metal patio furniture
Metal sculpture & statuary	Satellite dishes
Tree grates & flower grates	Metal exterior light fixtures
Beer kegs	Boilers, furnaces, water heaters, & any parts thereof
Retail store shopping carts of the type commonly provided by big-box stores & supermarkets	Metal mailboxes & mailbox covers
Catalytic converters	Air conditioners
	Central air conditioning units, & any parts thereof
	Metal bleachers
	Bicycles
	Aboveground & Underground Storage Tanks & parts thereof here
For all known or suspected stolen materials, you are required to contact the Chicago Police Department 911 and the Chicago Department of Public Health 312-745-7235	

Recordkeeping Requirements:

The following are required for both Prohibited and Regulated items:

- The date of transaction
- A copy of the vendor's photo ID, or passport with utility bill or other proof of address
- A description of material received
- Description & license plate number of vehicle used to deliver the material

The following are required for Prohibited items only:

- Vendor's statement specifying location where material was obtained
- A receipt or official letter proving the original owner intends for the material to be recycled
- Tag or label on the material to correspond with the record of transaction
- Hold the material for three business days after the material was accepted



City sewer lid



City catch basin grate



Copper Wire



Metal (copper) gutters



Tree grates



Metal siding



Metal fencing



Catalytic converter