

The Kodak logo is displayed in its signature red, bold, sans-serif font.

Printer's EnviroServices Program (PEP)



Tote Return Program

Kodak's Graphic Communications Group Tote Return Program offers a simple and convenient way to reuse chemical totes used in graphic arts processes. Customer participation in this program is vital to the program's success. Totes *must* be returned in order for Kodak to continue to offer chemicals in bulk size. By participating in this program you will also help minimize solid waste.

The following guidelines are designed to assist you in preparing to return empty Kodak totes in compliance with the shipping requirements set forth by the United States Department of Transportation (D.O.T.). Because states and localities may have different requirements, check your local regulations.

1. You must comply with all city, state, and federal regulations.
2. The totes must have contained fresh Kodak chemicals only. You may return the following Kodak *empty* plastic totes:
 - 1,000 liters (139 lbs.)

The totes *must* be empty, with the outside free of chemicals. You do not have to rinse the totes with water—just be sure they're empty. If the totes are not empty, you will be billed for any charges associated with disposing of the totes.

According to EPA 40 CFR 261.7, "A container...is empty if:

- (i) All wastes have been removed that can be removed using the practices commonly employed to remove materials for that type of container, e.g., pouring, pumping, and aspirating, and
- (ii) No more than 2.5 centimeters (one inch) of residue remain on the bottom of the container...or
- (iii) (B) No more than 0.3 percent by weight of the total capacity of the container remains in the container...if the container is greater than 110 gallons in size."

3. Be sure all closures are in place and that any plugs are reinserted and tightened. Be sure that the original product labels are in place and not defaced in any manner. *Never* remove labels or paint over them.
4. No additional packaging is required; do *not* ship the totes on pallets.
5. Follow the instructions for arranging return transportation and preparing the Bill of Lading.
6. **Complete the Tote Tracking Sheet (page 5) and fax it to the Kodak GCG tote control center for tracking purposes: 585-235-2216**
 - If you have any questions, please call American Recycling and Manufacturing (ARM) at (585) 235-2210 ext. 112 or 113.

Tote Return Program

How to Return Empty Totes

The return transportation of empty totes is one of the major elements to the success of the program. **If you can, please return six or more totes at a time to help reduce transportation costs.** Your cooperation is needed to help us minimize transportation costs.

Contact a Kodak preferred carrier for your state 24 hours prior to the day you want the empty tote(s) picked up. If a toll free number is not available for your preferred carrier, please call them locally by looking them up in the phone book. **If you do not use the preferred carrier for your state, you will be billed for the transportation charges.**

If you are returning an empty tote that contained a hazardous material notify the carrier of this when you call. The preferred carriers are:

State/Province	Preferred Carrier
Alaska, Arkansas, Arizona, California, Colorado, Connecticut, Delaware, Florida, Hawaii, Idaho, Louisiana, Massachusetts, Maryland, Maine, Mississippi, Montana, North Dakota, New Hampshire, New Mexico, Nevada, Oklahoma, Oregon, Rhode Island, South Carolina, South Dakota, Texas, Utah, Virginia, Vermont, Washington, West Virginia, Wyoming	Conway Central Express 800-421-4007 www.con-way.com
Alabama, Georgia, Indiana, Iowa, Illinois, Indiana, Kansas, Kentucky, Michigan, Minnesota, Missouri, North Carolina, Nebraska, New Jersey, New York, Ohio, Pennsylvania, Tennessee, Wisconsin	USF Holland (616) 395-5000 www.usfholland.com
Ontario	USF Holland (616) 395-5000 www.usfholland.com

2. Call (585) 235-2210 ext. 112 or 113 to order more preprinted Kodak Bill of Lading forms or for questions on filling out the required forms. Follow the instructions listed in *How to Prepare the Bill of Lading*, below to fill out the form.

You need one Bill of Lading (BOL) for each shipment. Distribute copies of the Bill of Lading

(BOL) form as follows: Part 1—Customer retains as proof of return

Part 2 and Part 3—Give to transportation carrier

Part 4—Attach securely to one of the empty totes.

Tote Return Program

1. Enter the full name and address of your company, including zip code, in the "Ship From"
2. Enter the date that the shipment is picked up by the carrier.
3. Enter the appropriate name for the carrier who will transport the shipment.
4. Determine the proper shipping description for each tote you are shipping. It is **IMPERATIVE** that all totes be properly described. Failure to do so could result in you being fined for failing to follow Department of Transportation (D.O.T.) regulations.

Non-Hazardous Residue Totes—Any empty tote that did NOT contain a DOT hazardous material, is described as "F.A.K. (shipping containers, used, empty)" in Table 1 and should be described as "F.A.K. (shipping containers, used, empty)" in the Bill of Lading (BOL).

Hazardous Residue Totes—If you are returning an empty tote that contained a Department of Transportation (DOT) hazardous material, you must check the HM (Hazardous Material) Column next to the proper shipping description of the product. **Compare the product CAT No. on the tote to the list of CAT No.'s in Table 1 to determine the proper shipping description.** Use the hazardous materials (HM) column of the Bill of Lading (BOL) only if you are shipping totes that are regulated by the D.O.T.

Call American Recycling and Manufacturing (ARM) at (585) 235-2210 at ext. 112 or 113 if you have any questions or the Kodak Health, Safety and Environment EnviroServices Hotline at (877) 574-7274 for the proper shipping name for any Hazardous Residue Totes.

5. Fill in the number of totes in the column marked "No. of Pieces." Be sure that you list all totes under the proper description.
6. Fill in the column marked "Weight" by multiplying the tote weight by the number of totes listed for that description.
7. Add the total number of all regulated and non-regulated totes. Put this total in the section marked "Total Pieces."
8. Add the total weight of all regulated and non-regulated totes. Put this total in the section marked "Total Weight."
9. If you are shipping empty tote(s) from CANADA, write the following on the Bill of Lading: "Customs broker: Danzas AEI on behalf of Kodak "
10. Sign the Bill of Lading where it says "Shipper" at the bottom of the form.
11. Have the carrier sign the Bill of Lading under "Per: (signature of carrier or driver)."

If you have used the hazardous materials (HM) column of the Bill of Lading, attach the supplied Emergency Response Guide #154 (Pages 6 & 7) to the Bill of Lading for your shipment. Call the driver's attention to the guide card. If there is no guide card supplied with this document call American Recycling and Manufacturing (ARM) at (585) 235-2210 ext. 112 or 113.

Tote Return Program

Table 1. Kodak Tote Return Bill of Lading Proper Shipping Descriptions for Hazardous Materials and Non-Hazardous Materials

CAT No.	Product Name	Proper Shipping Description
8244949	MX-1813 Developer (1000 liter)	F.A.K. (shipping containers, used, empty)
8914004	MX-1919 Regenerator (1000 liter)	F.A.K. (shipping containers, used, empty)
8016982	Negative Plate Developer 956 (1000 liter)	F.A.K. (shipping containers, used, empty)
8865180	Plate Finisher 850 S (1000 liter)	F.A.K. (shipping containers, used, empty)
8016982	Negative Plate Developer 956 (1000 liter)	F.A.K. (shipping containers, used, empty)
7852601	300 Thermal Plate Developer (1000 liter)	F.A.K. (shipping containers, used, empty)
30009280	980 Thermal Developer (1000 liter)	F.A.K. (shipping containers, used, empty)

See 49 CFR 173.153(d)(i) F.A.K. = Freight All Kinds

Tote Tracking Sheet

To: Tote Return Program - A.R.M	From:
Fax: 585-235-2216	Company:
Attn: Paul Congilaro	Fax:
Date:	

Customer Information

Company: _____

City/State/Zip: _____

Contact Name: _____

Phone: _____

Email: _____

Tote Return Information

Number of 1000 L
Totes Returned: _____

Date Totes
Returned: _____



Tote Return Program

More Information

This service is part of Kodak's Printer's EnviroServices Program (PEP). Helping customers with environmental concerns and compliance is a major commitment of Kodak. PEP consists of a comprehensive range of environmental and safety products and services specially designed to allow Kodak GCG customers to meet their environmental, safety, and health objectives in a cost-effective manner. For more information, please contact the Kodak EnviroServices Hotline at (877) 574-7274 Ext. 4 or PEP@kodak.com. [Disclaimer of Warranties and Limitation of Liability](#)

Some services to be provided under this offer are to be performed solely by independent vendors from whom Kodak's Graphic Communications Group does not receive fees. There are no warranties, express or implied, in connection with the provision of this service, including but not limited to the implied warranties of merchantability and fitness for a particular purpose. The user shall determine the suitability of these services for the intended use, and the user assumes all risk and liability if these services are not fit for the particular purpose intended. Kodak shall not have any obligation or liability to any user or other third party arising out of any services performed by an independent vendor, pursuant to this offer. The user shall indemnify, defend and hold Kodak harmless from and against any and all claims, costs and liabilities arising directly or indirectly from the user's use of these services. The services offered in this brochure are subject to change and/or discontinuance without notice.

© Kodak, 2007. Kodak and Approval are trademarks of Kodak

Eastman Kodak Company y Graphic Communications Group y Health, Safety & Environment
EnviroServices Hotline: +1.877.574.7274 (US and Canada) y [Email: PEP@kodak.com](mailto:PEP@kodak.com)



Kodak