

**SINGLE-USE CARRYOUT BAG ORDINANCE**  
CHAPTER 15.6 - ARTICLE 7  
APPENDIX A  
HARDSHIP OR ALTERNATIVE COMPLIANCE REQUEST FORM

The Single-Use Carryout Bag Ordinance allows affected business establishments, distributors, or manufacturers to apply using this Hardship or Alternative Compliance Request Form to the City of Austin - Austin Resource Recovery.

**REQUEST FORM SUBMISSION TIMELINE**

To receive a decision before March 1, 2013, **request forms must be submitted on or before Dec. 31, 2012.** Without approval, businesses must comply with the Single-Use Carryout Bag Ordinance starting March 1, 2013. All Hardship or Alternative Compliance Request Forms will be reviewed on a case-by-case basis. The City of Austin has 60 days from receipt of the completed form to review submissions and render a decision. The Director of Austin Resource Recovery reserves the right to revoke approval if the information contained in this request is found to be inaccurate.

A copy of the Administrative Rules can be found here.

**INSTRUCTIONS:** Fill in all fields in the Request Form, print and attach all supporting documents and mail to the address below. Completion of all fields and attachments is required prior to approval of a Hardship or Alternative Compliance.

**City of Austin - Austin Resource Recovery**  
**ATTN: Single-Use Carryout Bag**  
**c/o Charlotte Huskey**  
**P.O. Box 1088**  
**Austin, TX 78767**

For additional information, please email [CommercialRecycling@austinrecycles.com](mailto:CommercialRecycling@austinrecycles.com) or visit [austintexas.gov/bags](http://austintexas.gov/bags).

**PLEASE CHECK THE SUPPORTING DOCUMENTS SUBMITTED WITH THIS FORM:**

- Alternative Bag Sample
- Certification of Reusability
- Manufacturer Specifications
- Percentage recycled-content
- Unit Product Code Symbol
- Other \_\_\_\_\_

**AFFECTED BUSINESS ESTABLISHMENT INFORMATION:**

Name of Business: \_\_\_\_\_

Business Owner Name: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Business Email: \_\_\_\_\_

**PRIMARY CONTACT INFORMATION:**

Primary Contact Name: \_\_\_\_\_

Primary Contact Phone: \_\_\_\_\_

Primary Contact Email: \_\_\_\_\_

**TYPE OF REQUEST (CHECK ONE):**

- HARDSHIP
- ALTERNATIVE COMPLIANCE
- EMERGENCY ACCESS

**IF REQUESTING HARDSHIP:**

Personal preferences, financial circumstances, inconvenience, or aesthetic considerations do not qualify as hardships. If a Request for Hardship is approved by the Director, the hardship approval remains in effect for 6 months. Thereafter, the Business Establishment must comply with the Single-Use Carryout Bag Ordinance (Chapter 15-6 - Article 7).

A. Please explain the hardship to your business.

B. Please explain the timeline and plans for your business to meet the standards of the Single-Use Carryout Bag Ordinance (Attach additional documentation as necessary).

**IF REQUESTING ALTERNATIVE COMPLIANCE:**

If a Request for Alternative Compliance is approved by the Director, the affected Business Establishment may be approved to use alternative compliance methods for up to 3 years, subject to an annual renewal request and re-evaluation. Alternative Compliance Bags must be certified by a manufacturer or a third party with 100+ reuses carrying 16 pounds. (Attach additional documentation and mail samples as necessary)

- A. Please explain the need for the Business' proposed Alternative Compliance, including alternative bag dimensions and description.
  - a. Include specifications and Manufacturer's certification.
  
  
  
  
  
  
  
  
  
  
  - b. Include control measures and corresponding reporting process to prevent continued consumer reliance on the alternative compliance option.
  
  
  
  
  
  
  
  
  
  
- B. Please explain the timeline and plans for your business to meet the standards of the Single-Use Carryout Bag Ordinance (Attach additional documentation as necessary)
  - a. Explain the following:
    - i. Timeline
  
  
  
  
  
    - ii. Alternative Compliance Specifications
  
  
  
  
  
    - iii. Criteria
  
  
  
  
  
    - iv. Certification
  
  
  
  
  
    - v. Recycled-content



**I CERTIFY THAT THIS INFORMATION IS CORRECT AND I AM RESPONSIBLE FOR THE ACCURACY OF ALL INFORMATION CONTAINED IN THIS FORM.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_