



November 1, 2018

### DRUM & TOTE RETURN GUIDELINES

| ITEM              | MINIMUM DRUMS | MINIMUM TOTES |
|-------------------|---------------|---------------|
| <b>Drums Only</b> | <b>20</b>     | <b>0</b>      |
| <b>Totes Only</b> | <b>0</b>      | <b>8</b>      |

In order to accept empty RMC drums or totes for transport, the following guidelines must be followed:

1. All drums and totes must be triple-rinsed.
2. Drums and totes must be properly purged of all remaining liquid. Drums and totes with liquid or solid sediments will be refused by the carrier and possibly returned to the shipper at their expense.
3. Drums and totes must have all caps (bungs) on and be securely fastened. If drum caps are needed, they can be ordered through RMC.  
RMC Product Code 99020486, Bung, 2" Gore D38 Vented – Coarse Thread  
RMC Product Code 99020114, Bung, 2" Teflon – Fine Thread
4. Drums and totes of hazardous materials must be marked according to DOT (Department of Transportation) requirements for transportation.
5. There will be no charge to the Customer provided customer has met the minimum quantity for drum and tote returns as noted above, and has complied with all of the guidelines outlined above. In the event of any non-compliance, the customer shall be responsible for any charges related to non-compliance to rinsing and preparation requirements.
6. RMC personnel cannot arrange pick-up of drums or totes.

Instructions for used drum and tote pick up,

*The customer is responsible for contacting National Container Group (NCG) as follows:*

1. For drum and tote pickups the following will be needed:
  - a. Complete name and address of facility where totes will be picked up (include any building or dock #'s)
  - b. Shipping Contact name, e-mail address, phone and fax numbers
  - c. Number of totes/drums to be returned

- d. Name of product that was last in the totes. NCG has access to RMC's website and will be pulling our MSDS for all pickups.
2. Request for drum and tote pickups can be arranged by
  - a. E-mailing the above info to [karenw@nationalcontainer.com](mailto:karenw@nationalcontainer.com) or [ritam@nationalcontainer.com](mailto:ritam@nationalcontainer.com)
  - b. Calling the above info to 800-774-6956
2. Once NCG's carriers are notified of a pick-up request, they will contact the shipper within 5 days.
  - 1) The carrier will send the BOL to the designated contact at the pick-up location via e-mail or fax.
  - 2) The carrier will advise the contact of an estimated pick-up date.
  - 3) The pick-up location (shipper) must sign and present the BOL to the carrier when they arrive for the pick-up.
  - 4) Pick-ups will not be made unless the shipper has the BOL signed and ready for the carrier.

Sustainability Data:

1. Each drum returned equals 23 pounds of plastic recycled.
2. Each tote returned equals 95 pounds of plastic recycled.

CC: Sales

Sarah Norgren for posting on Website