# Pick-up & Recycling order form Professional Electrical & Electronic Equipment (EEE) Germany

In case of any deviation from equipment data/quantity specified in this order form during pick up by the transport company, the transport person reserves the right to refuse the pickup of these appliances. If the pickup person takes the equipment specified here to the recycling centre and it does not meet condition described, your company accepts any additional costs inccured for (return) transport and/or recycling this equipment at a recycling centre.

Our Service company will contact you in order to set a pickup date and time.

### **Mandatory Pickup conditions:**

Equipment shall be prepared and ready for pickup, on the ground floor, packed or on a pallet.

## **General company information**

Company name	
Address (street, nr)	
Additional information:	
Building/Entrance/ Floor or similar	
Postalcode	
City	
Country	
VAT Number	

## Please provide 2 contact persons (one main and one backup):

### Main Contact person for pick up organization

Last name, first name	
Email	
Phone	

### Back up Contact person for pick up organization

Last name, first name	
Email	
Phone	

# **Equipment to be collected**

WEEE category	Product name	Brand	Product ID/	Pollutant	Quantity	Total
			Serial number	(cooling agent,	(units)	Weight (kg)
				toners,		
				cartridges)		
Please choose				Please choose		
WEEE category				Yes or No from		
from dropdown				dropdown		
Please choose				Please choose		
WEEE category				Yes or No from		
from dropdown				dropdown		
Please choose				Please choose		
WEEE category				Yes or No from		
from dropdown				dropdown		

ı	Important Notes and Preparation for transport: Carboard, pallet, other						

## **Next steps**

- 1. Delete all personal data on the electrical or electronic device(s)
- 2. Remove used batteries and accumulators that are not included in WEEE, as well as lamps that can be removed from WEEE without damaging them.
- 3. Pack and prepare the device(s) for collection.
- 4. ATTENTION: If the packaging of the unit(s) is not possible due to the dimensions, please inform us under "Important notes".
- 5. To return one of our used B2B devices, please use this form and send it to <a href="mailto:recycling@hodapp.de">recycling@hodapp.de</a>, filled out completely and carefully, with the subject "WEEE B2B takeback for Hodapp GmbH & Co. KG".

Please note that a collection can only take place if all details are entered completely and correctly.

With this take-back, Hodapp GmbH & Co. KG fulfils its obligations as a producer in Germany according to § 19 Paragraph 1 ElektroG.

The coordination of take-back will be handled by our Service provider 1cc GmbH. In the case of any questions regarding the take-back please contact 1cc GmbH directly under the following email address: <a href="mailto:compliance@1cc-consulting.com">compliance@1cc-consulting.com</a>. With this form you as customer of Hodapp GmbH & Co. KG agree that we forward all the necessary data to 1cc GmbH and an appropriate disposal company.