

# DECLARATION FORM FILLING-IN INSTRUCTIONS



Declare the combined data for all firms and locations under the same contract.

► Check the actual weights of all packaging used by your firm as accurately as possible. You can find examples of various types of packaging at Rinkiin.fi However, first and foremost you should use the actual weights of the packaging in your calculations.

► Remember to include all packaging and packaging materials used for preserving, protecting, handling and transporting, and for the display of your products. For example, a product may be packed in sales packaging, sales packaging in grouped packaging and these may be transported together in transport packaging.

► Declare packaging used for packing or transporting your products even if you may have contracted the packaging or logistics services from another firm.

► Declare both new packaging used for the first time and reused packaging already in circulation. They each have their own column on the form.

**Please note:**  
Do not declare packaging for products that your company imported to Finland and then returned to another country in their original packaging. Packaging used in transfers within the same company in Finland is not declared either.

**CHECK** from the definition of materials for which row to enter the type of packaging materials or packaging on the form.

**ENTER** here the packaging that is:

- new and used for the first time
- packed in-house or by subcontractor, remains in Finland and contains a product owned by your firm at the time of packing.

**ENTER** here the packaging for all products imported including for own use that remain on the Finnish market. Enter here also the packaging for products imported from the Aland Islands.

**ENTER** here the packaging for all products packed in-house or by a subcontractor that is exported from Finland. You should also enter here the packaging for tax-free sales and for products exported to the Aland Islands.

**ENTER** here the packaging that your firm has reused to pack its products. Also enter the packaging that your firm has leased or borrowed for its own use (e.g. leased pallets or post office roller cages). Add up all the times they were used and multiply this by the packaging weights.  
**Note.** Reuse refers to the use of packaging after its first use or the reuse of packaging for imported products.

## DECLARATION FORM

Please enter packaging data if your firm's turnover was EUR 1m or more in xxxx. Enter the combined data on the declaration form for all firms/locations under the same contract.

Use the actual weights of packaging used by your firm in calculations. Remember to include all packaging used for the preservation, protection, handling and transport as well as the display of a product.

QUANTITIES OF PACKAGING USED IN XXXX  
Enter the data in tonnes rounded to one decimal place (e.g. 2130 kg = 2.1 t). Only declare 0.1 t or more.

		Packed in-house or by subcontractor for the Finnish market	Import	Export	Reuse as packaging in Finland
<b>PAPER FIBRE</b>	Corrugated cardboard packaging for consumers				
	Corrugated cardboard packaging for firms				
	Industrial wrapping and sacks				
	Industrial cores				
	Carton and paper packaging				
<b>PLASTIC</b>	Carton liquid packaging				
	Plastic packaging for consumers				
	Shopping bags for consumers				
	Small bags for consumers				
	Plastic packaging for firms				
<b>METAL</b>	Deposit recyclable plastic bottles *)				
	Aluminium packaging for consumers				
	Aluminium packaging for firms				
	Tinplate packaging for consumers				
	Tinplate packaging for firms				
<b>GLASS</b>	Steel packaging				
	Deposit beverage cans *)				
	Deposit glass bottles *)				
<b>WOOD</b>	Non-deposit glass packaging				
	FIN pallets				
	EUR pallets				
	Rental pallets				
	Other wooden pallets				
<b>OTHER</b>	Cable reels				
	Other wooden packaging				
	Other packaging				
Other packaging, specify material:					

\*) Deposit consumer packaging used to pack beverages.

**ADDITIONAL INFORMATION** (e.g. comments if your packaging data has significantly changed from the previous year)

Signature: \_\_\_\_\_ Tel: \_\_\_\_\_

Name in block capitals: \_\_\_\_\_ Email: \_\_\_\_\_

► PLEASE DECLARE PACKAGING DATA BY XX.XX.XXXX AT THE LATEST.

The quickest way to submit the data is via RINKI Ltd's extranet (in Finnish): <https://extranet.pyr.fi>.

You may return the form as an email attachment or by post.  
Email: info@rinki.fi Post: Finnish Packaging Recycling RINKI Ltd, Mikonkatu 15 B, FI-00100 HELSINKI, FINLAND

FINNISH PACKAGING RECYCLING RINKI LTD