

December 21, 2010

Dear Distributor:

### **Single-use Retail Bag Program**

On January 15, 2010, the Government of the Northwest Territories' (GNWT) *Single-use Retail Bag Regulations* (Regulations) came into effect, requiring all Northwest Territories (NWT) grocery stores and their single-use retail bag (SRB) distributors to charge 25¢ for each SRB distributed. At that time, the GNWT committed to implementing the Single-use Retail Bag Program (Program) with all retailers within two years.

On February 1, 2011, an amended version of the Regulations will come into effect, expanding the Program to include all NWT retail stores. As a distributor of single-use retail bags (SRBs) to NWT retail stores, your business must comply with the amended *Single-use Retail Bag Regulations* (Regulations).

Please familiarize yourself with the responsibilities of a distributor as laid out in the regulations, and note that two items require prompt action: all distributors of SRBs to NWT retail stores must register with the GNWT before February 1, 2011; and as of that date, distributors must charge these stores 25¢ for each SRB distributed (regardless of whether confirmation of registration has been received prior to that date).

According to Canada Revenue Agency, a distributor must charge and collect GST on the single-use retail bag (SRB) environment fees it collects from retail stores. The GST must then be remitted to Canada Revenue Agency.

Goods and Services Tax does not apply to the fees that a distributor remits to the GNWT's Environment Fund. The GNWT is GST exempt, and therefore does not accept, nor collect GST.

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Enclosed, please find the following documents:

- Amended *Single-use Retail Bag Regulations*
- Plain Language Summary of the Regulations
- Application for Registration as a single-use retail bag Distributor (SRBP D1)
- Distributor Quarterly Reporting Form (SRBP D2 v.2)
- List of retail stores to which the GNWT believes your business currently supplies single-use retail bags

Any questions or concerns can be directed to contact Ms. Michelle Hannah, Waste Reduction Coordinator, at (867) 873-7502, or [Michelle\\_Hannah@gov.nt.ca](mailto:Michelle_Hannah@gov.nt.ca).

Thank-you for your collaboration in keeping the Northwest Territories clean.

Sincerely,



Gary A. Bohnet  
Chief Environmental Protection Officer

Enclosures: 5

- c. Ms. Michelle Hannah  
Waste Reduction Coordinator, ENR