

# ABC FOR HORECA BUSINESSES OR SHOPS

## JOINING

1) When signing the contract, please check the company's registration in the register of economic activities as the economic operator of the respective field. Retailer contract is signed with a store or accommodation or catering service provider who sells drinks packaged in deposit-subjected packaging.

2) To order the service, please fill in and digitally sign the first page of the contract and annex 4. Standard terms and conditions and other annexes need not to be signed, but these nevertheless form an integral part to the contract.

3) The service is free of charge for the client as long as the terms agreed in the contract are followed.

## SETTLEMENTS

Eesti Pandipakend (henceforth EPP) will prepare an invoice/report on the packages returned in the previous month at the latest by the 7th date of the month. Deposits are transferred on the 25th date of every month. For example, if the reporting month is April, then the invoice/report is prepared by 7 May and the money is paid by 25 May.

## EQUIPMENT

Equipment means the objects EPP hands over to the client for collecting the deposit-subjected packaging. Upon improper use or loss of these, EPP shall ask compensation for the equipment according to the pricelist - EPP observes the client-based equipment balance in real-time via an information system. Therefore, the equipment cannot be transferred from one branch to another, for example.

If the equipment should break while in storage or use, please collect these and return to EPP, because these will be deducted from the client's balance. The carrier's letter of consignment has a comments field where information on the returned equipment can be entered.

• **Fastener** - fastener for closing a bag or a container.

• **Sticker** - attached to the fastener with the client's data and a barcode with unique serial number printed on it.

• **Collection bag** - metal and plastic packaging that is not pressed is collected in one bag; the metal and plastic packaging pressed in the machine must be collected separately (W: 910 x H: 1500 mm).

• **Bag holder** - metal frame for holding the bag upright and open (W: 500 x H: 1000 x D: 45 mm).

• **Large container** - 660 L, holds approx. 650 glass bottles with "D" deposit marking.

• **Small container** - 240 L, holds approx. 250 glass bottles with "D" deposit marking.



## SORTING

- No garbage or other random items must be placed in the collection bag.
- Metal and plastic deposit-subjected packaging that is not pressed is sorted into one bag. Metal and plastic packaging pressed in the packaging machine must be sorted in separate bags.
- Please send glass bottles with deposit marking "K-korduskasutatav" (reusable) to the producer.
- Fill the collection bag to the extent where after closing the bag, a 10 cm edge would remain to conveniently pick the bag up. Please fill the container so that only a couple of centimetres of empty space would remain from the top edge.
- Close the bag or container with the fastener and attach the sticker with the company name on it. Bags/containers without a sticker cannot be linked to the sender later and the company will lose its deposit money.

## ORDERING

Please place orders in a self-service environment: [jae.eestipandipakend.ee](http://jae.eestipandipakend.ee)

When placing an order in the self-service environment, enter your client number, number of filled packaging bags and containers and which equipment and how many you need. The orders are filled within five business days or according to the delivery schedule. The minimum pickup amount is 15 full bags and one full container.

The bags and containers are always loaded on the truck together with the driver and the client. The goods handed over are counted and the result is marked on the consignment note which both parties confirm with a signature.



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[eestipandipakend.ee](http://eestipandipakend.ee)