



City of St. Marys, PA
Department of Community & Economic Development

December 27, 2023

Dear City of St. Marys Business Owner(s):

I hope this letter finds you, your employees and families doing well and staying safe as we bid farewell to 2023. As part of our year-end work, enclosed please find your 2023 Annual Recycling Report form and instructions for reporting your recycling efforts from January 1 to December 31, 2023.

Please submit your completed report and required weigh slips (for material on the first page of the report, only) by **Thursday February 1, 2024** to the address OR email listed below:

City of St. Marys
Attn: Tina Gradizzi
11 LaFayette Street
St. Marys, PA 15857
tgradizzi@stmaryspa.gov

Please note that if you utilize the services of the Elk County Community Recycling Center or any business located in St. Marys for your recyclable materials, it is not necessary to provide weigh slips however. Weigh slips are only necessary if you work with businesses outside of St. Marys to recycle your material. However, it is still necessary to list this information on your Annual Report.

As always, if you have any questions please feel free to contact me at 781-1718 ext. 225 or email me at the email address listed above. Please check out the city's website www.stmaryspa.gov under the recycling tab for additional recycling information and programs.

Thank you for your continued service to our community and for your recycling efforts.

Sincerely,

TINA GRADIZZI
Director of Community and Economic Development
and City's Recycling Coordinator

TMG:jdg
Enclosures