

Information Bulletin

BC-5

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THE SASKATCHEWAN BEVERAGE CONTAINER COLLECTION AND RECYCLING PROGRAM

DISTRIBUTION OF READY-TO-SERVE BEVERAGES IN APPROVED CONTAINERS

GENERAL INFORMATION

This bulletin has been prepared to help you collect and remit the Beverage Container Program refundable deposits and environmental handling charges, and to assist you in understanding your obligations under *The Environmental Management and Protection Act, 2010* and *The Revenue and Financial Services Act*. It is a general guide and not a substitute for the legislation. Copies of these Acts and Regulations are available free of charge online at www.publications.gov.sk.ca/freelaw/.

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A. PROGRAM OVERVIEW

Saskatchewan's Beverage Container Program is a province-wide system for the collection and recycling of non-refillable beverage containers sold and distributed in Saskatchewan. [The Environmental Management and Protection Act, 2010](#) and [The Environmental Management and Protection \(General\) Regulations](#) designate beverage containers that must be registered prior to being distributed in Saskatchewan. The Act and regulations also establish the refundable deposit and environmental handling charge (EHC) to be paid by consumers.

SARCAN Recycling, a division of the Saskatchewan Association of Rehabilitation Centers, is contracted by the Ministry of Environment to accept eligible beverage containers for recycling. When the empty beverage containers are returned to SARCAN, the customer is refunded the deposit amount that was paid on the container at the time of purchase. The EHC collected offsets the costs associated with the program and is not refunded to the customer.

The program includes all ready-to-serve beverages distributed in metal cans, plastic bottles, non-refillable glass bottles, multi-material shelf stable containers, and paper-based polycoat gable-top containers, including milk containers. Ready-to-serve beverages include beverages packaged by the manufacturer for immediate consumption that do not require any preparation.

For more information on the Beverage Container Program, please contact the Ministry of Environment toll free at 1-800-567-4224 or centre.inquiry@gov.sk.ca.

B. REGISTRATION REQUIREMENTS AND VENDOR RESPONSIBILITIES

The obligated remitter of the EHC and refundable deposits is the manufacturer or the first importer (brand owner, wholesaler, distributor, etc.) of the beverages into Saskatchewan.

In order to distribute ready-to-serve beverages in Saskatchewan, manufacturers and first importers must apply to SARCAN. Registration information can be found on SARCAN's website at: https://www.sarcan.ca/pages/register_new_beverages.html. If you have questions about registration, please contact SARCAN at 1-306-933-0616.

Once approval is obtained, a Beverage Container Program (BCP) account number will be issued by the Ministry of Finance for the collection and remittance of the EHC and refundable deposit on approved containers.

Vendors of ready-to-serve beverages are not required to register for a BCP account, provided the vendor is not the first importer or manufacturer **and** the EHC and refundable deposits were paid to their supplier at the time of purchase. Vendors should recover EHC and refundable deposits on billings to end customers.

Note: The EHC and refundable deposits charged in relation to taxable beverages are exempt from PST and LCT providing these charges are shown separately on the customer's invoice. Please see Information Notice [IN 2023-05, Disposal and Environmental Fees](#) for more information.

Buying and Selling a Business

When buying or selling a business, please refer to Information Bulletin [PST-77, Buying and Selling a Business](#). This bulletin outlines the Provincial Sales Tax (PST) obligations of the buyer and seller, including the requirement to obtain a Clearance Certificate for the bulk sale of business assets.

The seller must ensure that they have filed all returns, paid all amounts owing on their provincial tax account(s), and request closure of the account(s) when closing a location or ceasing all operations.

Before finalizing the purchase of a business, the purchaser should obtain a copy of the Clearance Certificate issued by the Revenue Division from the seller. A Clearance Certificate confirms that all taxes collected, payable or for which the seller has become liable to account, have been paid to Finance in full. Failure to obtain a copy of this Certificate could result in the purchaser or seller being held liable for any outstanding taxes unpaid by the seller.

C. EHC AND REFUNDABLE DEPOSIT RATES

Individual beverage container EHC and refundable deposits are summarized in the table below:

Beverage Container	EHC	Refundable Deposit	Total Amount
Metal Cans			
Under 1 litre	7¢	10¢	17¢
1 litre or more	7¢	25¢	32¢
Plastic Bottles (Including Milk Containers/Jugs)			
Under 1 litre	8¢	10¢	18¢
1 litre or more	8¢	25¢	33¢
Glass Bottles			
300ml or less	9¢	10¢	19¢
Over 300ml but less than 1 litre	9¢	20¢	29¢
1 litre or more	9¢	40¢	49¢
Shelf Stable Aseptic (TetraPaks)			
Under 1 litre	5¢	10¢	15¢
1 litre or more	5¢	25¢	30¢
Polycoat (Gabletops, including Milk Containers/Cartons)			
Under 1 litre	5¢	10¢	15¢
1 litre or more	5¢	25¢	30¢

D. FILING YOUR RETURN

Program registrants are required to file return forms on a monthly, quarterly, or annual basis, depending on the annual amount collected or payable. The filing frequency is established as follows:

Based on Annual Tax Remitted	
Filing Frequency	Thresholds
Monthly	Over \$12,000
Quarterly	\$4,800 to \$12,000
Annual	Under \$4,800

Note: Filing frequency is automatically updated each year in January based on your reported amounts. Registrants may choose to file returns on a more frequent basis by submitting a Service Request online through their Saskatchewan eTax Services (SETS) account, or by contacting our office. All new BCP accounts are set up with a monthly filing frequency and will automatically be adjusted once the threshold is determined after a complete year of reporting history.

A return form will be sent to you at the end of each reporting period. Instructions for completing the return are provided on the form. Please read the instructions carefully. An incorrectly completed form may delay the processing of your tax return and payment. If there is nothing to report for the period, a NIL return must be filed.

If for some reason you do not receive a tax return form, your tax information must still be filed by the due date along with payment of the balance owing. The return can be filed and paid electronically by registering for SETS, or a blank return form can be completed. When filing with a blank return, please quote your licence number to ensure your tax account is properly credited.

Timing for Remittance of EHC and Refundable Deposits

Manufacturers or first importers of ready-to-serve beverages are required to account for the EHC and refundable deposit at the time of first sale within Saskatchewan. This includes sales to end consumers, wholesalers and retailers, but not sales which are shipped or delivered out of the province to non-residents by the vendor.

EHC and refundable deposits must be accounted for by manufacturers or first importers on ready-to-serve beverages which are removed from stock for own consumption or distributed for promotional purposes.

How to File

There are several ways to file your BCP return. Returns can be filed online using SETS, which is an online service that offers a secure, fast, and convenient way to file your BCP return. There are two ways to file using SETS:

- [File using SETS as a Registered User \(log in or sign up on the homepage\).](#)
- [File your BCP return without signing in.](#)

Registering for SETS will allow you to access all your provincial tax accounts, see past transactions, view your statement of account, etc. Please review [Section I](#) for more details regarding SETS.

BCP Returns can also be filed by mail:

- Complete the BCP return form received by mail;
- Make cheque payable to the Minister of Finance; and,
- Forward completed form along with payment to:

Ministry of Finance
Revenue Division
PO Box 200
REGINA, SK S4P 2Z6

Or by courier to:

Ministry of Finance
4th Floor
2350 Albert Street
REGINA, SK S4P 4A6

Payments due for returns can be made electronically:

- Online using SETS by Electronic Funds Transfer (EFT); or,
- Through your personal or business online banking services; or,
- Through wire transfer.

You may also remit your tax payment non-electronically:

- By mailing your cheque to the address above; or,
- By paying through a bank teller at your financial institution.

Due Dates

The due date for Beverage Container Program (BCP) returns **filed and paid** electronically has been extended to the last day of the month following the end of the reporting period.

Electronic filing of your return means submitting your return through SETS located at sets.saskatchewan.ca, or online business services offered by your financial institution (e.g., Telpay or CanAct).

Electronic payment can be made online using SETS, Electronic Funds Transfer (EFT), through your personal or business online banking services, or through wire transfer.

The due date for non-electronic filing (e.g. paper filing) of returns and payments, is the 20th day of the month following the end of the reporting period.

For example, the November 2024 return due date for a business filing monthly is as follows:

- Electronic filing and payment - November 2024 return is due December 31, 2024.
- Non-electronic filing or payment - November 2024 return is due December 20, 2024.

If the return due date falls on a weekend or statutory holiday, then payment and remittance is due on the next business day.

Note: Returns and payments must be received in our office by the due date. Penalty and interest charges are applied to late and outstanding returns and payments to ensure that program fees are reported, collected, remitted, or paid on time. A return must be completed for each reporting period.

E. ENFORCEMENT PROVISIONS

The Revenue and Financial Services Act and The Revenue Collection Administration Regulations provide for several compliance and enforcement activities to help ensure the fair and consistent application of provincial taxes.

Tax Audits, Tax Liabilities and Appeals

The Ministry of Finance (Finance) will audit the records of businesses on a routine basis. When it is determined that tax has not been properly accounted for, the business is assessed the amount of tax owing plus penalty and interest charges.

Please see Information Bulletin [GENERAL-2, Tax Audits, Tax Liabilities and Appeals](#) for detailed information regarding the audit process and your rights and responsibilities in the event Finance establishes a tax liability.

Corporate Director's Liability

In certain circumstances, corporate directors may be held personally liable for taxes payable but not remitted by a corporation. Please see Information Bulletin [GENERAL-2, Tax Audits, Tax Liabilities and Appeals](#) for detailed information regarding the director's liability.

Penalty and Interest

Penalty and interest charges are applied to late tax returns and payments, and audit assessments. These penalties are utilized to promote compliance with our tax acts and to ensure a fair and competitive environment for all Saskatchewan businesses. Please see Information Bulletin [GENERAL-1, Penalty and Interest Charges](#) for details.

Suspension of Licences, Permits or Authorizations

Non-compliance with tax acts administered by Finance may result in the suspension or cancellation of any licence issued by Finance, and the suspension or cancellation of any licence, permit, authorization, registration or approval issued by any other provincial authority relating to carrying on business. Cancellation of a PST vendor's licence would prevent a business from purchasing or selling goods for resale tax exempt.

F. CORRESPONDING WITH THE MINISTRY OF FINANCE

When corresponding with Finance, please quote your BCP account number or Federal Business Number (BN). This helps to ensure that your tax account is updated correctly.

Finance will only release confidential information about your Saskatchewan tax accounts to authorized representatives. A [Business Consent Form](#) must be completed to add or remove a contact from your account.

G. TAX CLIENT SERVICE COMMITMENTS AND STANDARDS CODE

The Revenue Division of Finance is committed to continually strive to improve the standard of the services we provide to businesses and taxpayers, and to be accountable for the quality of the services we provide.

The [Tax Client Service Commitments and Standards Code](#) describes the fairness and service principles that we follow while administering Saskatchewan's taxes and related programs.

H. TAX TIPS LINE

When a business or individual does not comply with provincial tax legislation, businesses face unfair competition, and a burden is placed on all taxpayers who do comply. It causes significant loss in the revenue available to fund services such as health, education and other important government programs.

The Tax Tips Line provides an anonymous, fully confidential way for the public to report businesses or individuals who are participating in tax fraud. If you suspect that a business or individual is being dishonest with their provincial taxes or is misrepresenting their activities to reduce their taxes, you can report them using the Tax Tips Line.

Please visit our website at saskatchewan.ca/business/taxes-licensing-and-reporting/provincial-taxes-policies-and-bulletins/tax-tips-line to find out more regarding types of tax fraud and the information to report, if possible.

The Tax Tips Line is specifically and solely for information related to provincial tax compliance. Any unrelated inquiries or information will not be addressed by the Tax Tips Line and should be directed to the appropriate organization.

How to Report:

- 1) Toll-free 1-833-334-8477
- 2) Write: Ministry of Finance
Revenue Division
PO Box 200
REGINA, SK S4P 2Z6
- 3) [Online Form Submission](#)

I. SASKATCHEWAN eTAX SERVICES (SETS)

Finance has made it possible to report and remit tax electronically through a secure, fast, easy and convenient online self-service portal. Several services are currently available to businesses through SETS (sets.saskatchewan.ca):

- Register for secure, self-managed access to all your tax accounts.
- Apply for a new tax account.
- File and pay returns and amend previously filed returns.
- Make payments on account, including post-dated payments.

- View account balance and statement information.
- Authorize employees or accountants to file on your behalf.
- Receive notifications by email when a tax return should be filed. This replaces the paper forms usually sent in the mail.
- Submit a service request to update the mailing address or add a new business location.
- Submit a service request to receive tax information, interpretations or rulings related to your specific business activities.
- View and download up-to-date tax information promptly.
- Subscribe to receive email notifications when new and revised tax publications are available.

FOR FURTHER INFORMATION

Write: Ministry of Finance
Revenue Division
PO Box 200
REGINA, SK S4P 2Z6

Telephone: Toll Free 1-800-667-6102
Regina 306-787-6645

Email: sasktaxinfo@gov.sk.ca

Internet: Tax bulletins, forms and information are available at saskatchewan.ca/business-taxes.

To receive automatic email notifications when this or any other bulletin is revised, go to sets.saskatchewan.ca/subscribe.

To provide feedback or suggest changes to this bulletin, please complete a [Bulletin Survey](#).

Government website: Saskatchewan.ca.