

NOTICE

TO: Depot Network

DATE: October 15, 2026

RE: **Uniform Code of Accounts (UCA) Submission Reminder**

Dear Depot Network,

This notice is a reminder that Alberta bottle depots are required to submit an annual Uniform Code of Accounts (UCA). As you approach your filing deadline, please ensure your UCA is complete, accurate, and submitted early enough to allow for any necessary follow-up with the Data Collection Agent (DCA). Failure to meet UCA filing requirements may result in non-compliance.

Pursuant to Section 12.42 of the Depot By-Law, each Depot shall:

12.42.1. accurately complete a Uniform Code of Accounts on an annual basis in the form approved by the BCMB for that purpose; and

12.42.2. submit the completed Uniform Code of Accounts to the Data Collection Agent retained by the BCMB at least twenty days before the end of the sixth (6th) calendar month following the fiscal year end of the Depot.

To remain compliant, your UCA must be submitted **on time, complete, and accurate**. A submission is not considered complete until all requested information has been provided and accepted.

Submitting your UCA close to the filing deadline may increase the risk of entering the [UCA Compliance Framework](#) if additional information or clarification is required by the DCA.

As outlined in the [UCA Compliance Standard](#), depots are encouraged to submit their UCA at least 20 days before their filing deadline. This provides time for the DCA to review the submission, identify any outstanding information and allow the depot to respond before the deadline. Submitting early reduces the risk of entering the UCA Compliance Framework and supports timely processing of UCA submissions.



NOTICE (continued)

For questions regarding your UCA submission, please contact the DCA at UCA@mnp.ca.

For questions regarding UCA compliance requirements or the UCA Compliance Framework, please contact a BCMB Compliance Officer at compliance@bcmab.ca.

