



Online retailer opens a shop

An online retailer opens a shop during the current year, e.g. on 1 May. What kind of data report does the online retailer have to file with the LUCID Packaging Register?

To ship goods to customers, the online retailer uses the following:

- + **Shipment packaging** (cartons and shipping envelopes) made from paper, paperboard or cardboard
- + **Address labels** made from paper
- + **Tape** made from plastics
- + **Bubble wrap** made from plastics



Using these types of packaging for their goods is what makes the online retailer the 'initial distributor' of that packaging including all its components.

What obligations under packaging law does the online retailer have to fulfil?

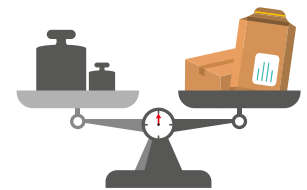
- + Registering with the LUCID Packaging Register
- + Concluding a system participation agreement with a system operator to pay for the recycling of the packaging and its components
- + Filing volume reports on the packaging volumes with the system operator and the LUCID Packaging Register

This is what online retailers must do to fulfil their obligation to report data to the LUCID Packaging Register:

To be able to report packaging volumes to the system operator and the LUCID Packaging Register, the online retailer must know the weight of their packaging and all packaging components.

There are two ways to determine the weight:

- + The supplier of the packaging shares information about the weight of the packaging and/or components (e.g. on the invoice or delivery note).
- + The online retailer weighs the empty packaging, and multiplies that weight by the number of articles of packaging that will probably be shipped during the reporting period. The basis for the latter is the online retailer's own sales forecast.



What's the next step?

Same reporting period, same packaging type, same volume: Every data report starts with a system participation agreement. The type of report an online retailer has to file with the LUCID Packaging Register depends on what has been agreed upon between the retailer and the system operator. In our example, the online retailer has to submit the following reports:

1. Planned volume report for the current year (forecast reports)

An online retailer opened a shop this calendar year and is planning to place the following packaging volumes on the German market by year-end:

- + 25 kg of paper, paperboard, cardboard (PPC) for shipment packaging including labels
- + 7 kg of plastics for filler material (bubble wrap) and tape









The online retailer has reported these volumes to their system operator, and has to report the exact same volumes to the LUCID Packaging Register. In the LUCID Packaging Register, the volumes have to be filed as an '**intra-year volume report**' because the planned volumes refer to the remainder of the current year.

What has to be reported?

- + **Reporting period** as defined in the system participation agreement. The system participation agreement may define the period as January to December, even though the online retailer did not open their shop until May, September or some other point in time during the current year.
- + **System operator**
- + **Packaging volumes:** 25.000 kg of paper, paperboard and cardboard (PPC), plus 7.000 kg of plastics (exact figures to the third decimal point)



Volumes of material type (in kg with three decimal places, tons must be converted to kg. List can be moved with scroll bar.)

		Further system operator 
System operator	System <input type="text"/>	Select <input type="text"/>
Glass	0.000 kg <input type="text"/>	
PPC 	25.000 kg <input type="text"/>	
Ferrous metals 	0.000 kg <input type="text"/>	
Aluminium 	0.000 kg <input type="text"/>	
Beverage carton packaging 	0.000 kg <input type="text"/>	
Other composite packaging 	0.000 kg <input type="text"/>	
Plastics	7.000 kg <input type="text"/>	
Other materials 	0.000 kg <input type="text"/>	

2. Planned volume report for the next calendar year (forecast report)

At the end of the year, the online retailer renews the system participation agreement for the next calendar year, indicating that the packaging volumes planned for the next calendar year total 7.5 kg for plastics and 26.5 kg in paper, paperboard and cardboard. As soon as the system participation agreement has been renewed, the online retailer immediately files an **'initial planned volume report'** with those volumes in the LUCID Packaging Register. This report includes the following data:

- + **Reporting period:** the next year (that's the year the system participation agreement refers to)
- + **System operator**
- + **Packaging volumes:** 26.500 kg of paper, paperboard and cardboard, plus 7.000 kg of plastics



The **deadline for submitting an 'initial planned volume report'** for the next calendar year is 31 December of the current year.

3. Actual volume report for the past calendar year (year-end volume report)

The system participation agreement stipulates that the online retailer must report the packaging volumes they **actually** placed on the market during the calendar year to the system operator.

This report must be made at the end of the calendar year in question. In our example, the online retailer shipped more goods than planned during the shop's first year: 7.5 kg in plastics, and 25.5 kg in paperboard and cardboard. In other words, the actual volume of packaging is larger than the forecasted volume indicated in the intra-year volume report. As soon as this report has been filed with the system operator, the online retailer immediately has to file a **'year-end volume report'** with the packaging volumes for the past year in the LUCID Packaging Register.



The **deadline for submitting a 'year-end volume report'** for the past calendar year is 15 May of the current year.



Further information about fulfilling packaging law obligations can be found in our [FAQs](#) and in the **'Information and orientation'** section at www.verpackungsregister.org

For **IT-related questions about the LUCID Packaging Register**, please do not hesitate to call our **support hotline**: +49 541 34310555 | Monday to Friday 9:00 to 17:00 CET.