



Request for compensation

Table of contents

1.	What is compensation?	3
2.	What is the definition of a waste-producing company?	3
3.	What are the conditions for requesting compensation?	3
4.	What can one request compensation for?	3
5.	What can one not apply for compensation for?	5
6.	How is the size of the compensation calculated?	6
7.	What is the deadline for requesting compensation?	7
8.	How is the request for compensation submitted?	7
9.	What is an industry group?	9
10.	What documentation must be uploaded?	11
11.	When will I receive a receipt for submitted requests?	11
12.	How is a request for compensation cancelled?	11
13.	How can the status of requests be seen?	12
14.	When is compensation paid out?	12
15.	How does it work if there are corrections?	13
16.	Where can the municipal allocation be seen?	13

Guide to request for compensation for collecting, transportation and handling of commercial packaging waste

1. What is compensation?

A waste-producing company can request compensation for the costs that the company has incurred in connection with the collection, transportation, and treatment of its commercial packaging waste. The waste can be treated by the company itself or handed over to a collection company or a waste treatment facility.

2. What is the definition of a waste-producing company?

A waste-producing company is a commercial business that, in connection with its operations, purchases goods that are packaged. When the goods are unpacked, the packaging becomes waste, which the company must ensure is collected and treated.

3. What are the conditions for requesting compensation?

The waste-producing company must apply for compensation from the producer responsibility organisation (PRO) assigned the payment obligation in the municipality where the company is registered according to the company's P-number. The company's P-number is registered in the CVR register. The P-number can be found by searching on cvr.dk with the company's name or CVR number.

If the company has activities at multiple addresses/P-numbers, the application must be sent to the producer responsibility organisation (PRO) that is assigned the payment obligation at the address (P-number) where the packaging has become waste.

4. What can one request compensation for?

The table below shows which fractions VANA pays compensation for, and which fractions it does not pay compensation for:

Fractions with EAK codes in group 1501 cf. Waste Executive Order	Compensation	No compensation
Metal	Packaging waste in metal from businesses, collected in containers on wheels (up to 1,100 litres) – EAK 150104	Production waste in metal collected in containers, as the proportion of packaging is assessed as insignificant. Exception: compensation will be paid if it can be documented that the waste collector reports the collection as packaging - EAK 150104
Plastic	Packaging waste in rigid, flexible, and mixed plastic from businesses – EAK 150107	Production waste in hard, soft, and mixed plastic, unused plastic packaging, etc.
Food and beverage carton	Food and beverage cartons - EAK150105	
Glass	Packaging waste in glass – EAK 150101	Automotive glass, flat glass, and similar
Cardboard	Packaging waste in cardboard from businesses – EAK 150101	Production waste in cardboard
Paper	Packaging waste made of paper from businesses – EAK 150101	Uniform paper fractions of non-packaging in the form of, for example, unread newspapers in larger batches, graphic paper, shredded paper, and similar
Wood		No compensation will be paid for wood until there is clarification from the Danish Environmental Protection Agency regarding the handling of a larger re-registration of wooden pallets
Residual waste	Household-like residual waste from businesses, collected in containers on wheels, where the quantity does not significantly deviate from companies of the same size (1,100 litres) – EAK 150106	Large combustible, small combustible, mixed combustible, or similar. Residual waste collected in containers

Compensation is paid for the following combined fractions according to the guidelines described above:

- Cardboard + paper
- Plastic + food and beverage carton
- Plastic + metal + food and beverage carton
- Metal + glass

If a waste-producing company has packaging waste that falls outside the described guidelines, please contact VANA at kompensation@vana.dk.

5. What can one not apply for compensation for?

The waste-producing company cannot apply for compensation for:

Returned quantities

- Companies that have established a take-back scheme and take back their own and similar packaging that has become packaging waste cannot apply for compensation for the collection, transport, and treatment of packaging waste that originates from the company's made available packaging.

Waste that is part of a municipal collection or drop-off scheme

- Waste-producing companies that have their waste collected as part of a municipal household collection, or that drop off their waste in a drop-off scheme (recycling stations), cannot apply for compensation.
- Waste-producing companies that have their waste collected by a municipality that collects commercial waste separately from household waste cannot apply for compensation, as the right to compensation has been transferred to the municipality.

Packaging waste sold for profit

- The Ministry of the Environment has indicated that: "if one as a waste-producing company has a completely clean load of packaging waste that can gain a total profit from sale, one should not request payment". VANA is in dialogue with the authorities to clarify how this should be interpreted and handled in practice.

6. How is the size of the compensation calculated?

To calculate how much the producers (via VANA) must pay to the waste-producing companies for commercial packaging waste, the Danish Environmental Protection Agency sets key figures that are regulated once a year.

Calculation

VANA calculates the payment for collection, transport, and treatment of commercial packaging waste from waste producers using the formulas below:

- Amount to be paid = number of tons * allocation key for packaging share * (key figure for collection + key figure for treatment).

For combined collection, the following formula is used:

- Amount to be paid = number of tons * allocation key for combined collection * allocation key for packaging share * (key figure for collection + key figure for treatment).

Definitions of terms for calculation formulas

Number of tons is the quantity of waste that the waste producer has produced and requested payment for within the given payment period.

The allocation key for packaging share refers to the allocation keys that are shown in Tables 4-7 in Annex 8. The producer must use these allocation keys when calculating costs.

The allocation key for combined collection refers to the allocation keys shown in Table 2 in Annex 8 for waste fractions collected via municipal collection schemes that are collected through combined collection. The producer must use these allocation keys when calculating costs.

Key figures for collection and key figures for treatment constitute a total market price for collection, transport, and treatment, including also pre-treatment and marketing of waste materials. When calculating the payment, the producer must use key figures for costs related to respectively collection and treatment, as determined by the Danish Environmental Protection Agency.

The Danish Environmental Protection Agency sets key figures for the collection and treatment of commercial waste based on a base figure for a current market price for treatment and transport respectively.

The base figures are continuously price-regulated, among other things by using indices for sales prices, and multiplied by price efficiency factors to adjust the key figures downwards so that they reflect efficient collection and marketing.

7. What is the deadline for requesting compensation?

A request must be VANA in hand no later than 12 months after the collection date.

8. How is the request for compensation submitted?

A request for compensation must be submitted to VANA via kompensation.vana.dk. In order to request compensation, the user must be logged into VANA's compensation portal with MitID Erhverv and granted the right "Right to request compensation from VANA" from Signaturgruppen.

The request must be submitted in a csv file with the following format and content (the image below is in Danish):

CVR aff.indsamler	CVR-aff.prod.	P-nr aff.prod.	Indsamlingsdato	Branchegruppe	Fraktion	Mængde (kg)	Varenr	Fakturanr	Anmoders ref
			YYYY-MM-DD						

A template for the file can be downloaded at kompensation.vana.dk.

A request must be submitted for each collection date and for each fraction. E.g. if the waste-producing company has packaging waste collected four times in a month, where paper and metal are collected each time, a request must be submitted for each fraction and each collection - a total of eight requests. Multiple requests can be combined into a file, where each line is a request.

The following information must be submitted for each collection in the request:

- CVR for the waste collector
- CVR number and P number for the waste-producing company
- Collection date
- Industry group
- Fraction
- Quantities of packaging waste requesting compensation for in kg
- Invoice number that can document the stated quantities broken down by fractions
- Item number according to the invoice. In the absence of an item number, the item name/description should be noted
- Own reference

Filling out the last column is optional. The field can be used to enter the company's reference. If there are requests in the file that can't be approved, for example, because there are errors in the uploaded file, or they are submitted too late compared to the collection day, the waste-producing company will get an email with a link to a specification of which requests have been rejected. If there are errors in the rejected requests that can be corrected, the corrected requests can be uploaded again. The original file must not be uploaded again.

9. What is an industry group?

The industry group that should appear in the application is not identical to the industry code registered in the CVR number register.

The industry groups are:

- Industry and manufacturing
- Office
- Trade
- Hotel, restaurant, and culture

The waste-producing company must find its industry group using the first two digits of the industry code with which it is registered in the CVR number register and the table below. For example, a company with the industry code 10.51.00 (10) is in the industry group "Industry and manufacturing" according to the overview below.

Code in the CVR register	Codes	Title in the CVR register	Industry Group
A	01-03	Agriculture, hunting, forestry, and fishing	Industry and manufacturing
B	05-09	Extraction of raw materials	Industry and manufacturing
C	10-33	Manufacturing activities	Industry and manufacturing
D	35	Electricity, gas, and district heating supply	Industry and manufacturing
E	36-39	Water supply, sewage, waste management, as well as soil and groundwater purification	Industry and manufacturing
F	41-43	Construction and civil engineering activities	Industry and manufacturing
G	46-47	Wholesale and retail trade	Trade
H	49-53	Transport and cargo handling	Industry and manufacturing
I	55-56	Accommodation facilities and restaurant activities	Hotel, restaurant, and culture
J	58-60	Publishing activities, radio and television activities, as well as production and distribution of media content	Office
K	61-63	Telecommunications, computer programming, IT consultancy activities, IT infrastructure, and other information activities	Office
L	64-66	Financing and insurance activities	Office
M	68	Activities related to real estate	Office
N	69-75	Liberal, scientific, and technical activities	Office
O	77-82	Administrative and support activities	Office
P	84	Public administration and defence, as well as compulsory social security	Office
Q	85	Education	Office
R	86-88	Activities in health and social care	Office
S	90-93	Culture, sports, and leisure activities	Hotel, restaurant, and culture
T	94-96	Other services	Office
U	97-98	Activities in households with employed helpers and households' production of undifferentiated goods and services for their own use	Hotel, restaurant, and culture
V	99	Activities of extraterritorial organizations and bodies	Office

10. What documentation must be uploaded?

As documentation for the quantity of packaging for which compensation is requested, the waste-producing company must upload the invoices that have been paid in connection with the collection and treatment of the packaging.

If multiple requests relate to an invoice, the invoice should only be uploaded once. The invoices must be uploaded in PDF format. There must be consistency between the invoice numbers indicated in the submitted file with requests and the invoices that are uploaded.

11. When will I receive a receipt for submitted requests?

When the waste-producing company has submitted a file with requests, the company will receive a confirmation via email with a link to an overview of the requests and quantities that VANA has received. The reference to a submitted file is referred to as FILE ID, e.g., 124589, and it appears in the email with the confirmation of the submitted requests. It may take a moment before the company can see the registered requests in the compensation portal.

12. How is a request for compensation cancelled?

If the waste-producing company discovers an error in a request that has been submitted, the request must be cancelled. Cancellation must occur in the compensation portal in the same screen where the status of the submitted requests can be seen. Here, the status code "Received" must be changed to "Cancelled" for the request that VANA should disregard.

A request can be cancelled until it has been approved by VANA and set for payout. The company cannot reverse a registered cancellation. When a request is cancelled, the waste-producing company receives an email confirming the cancellation.

If an error is discovered after the compensation has been paid out, the waste-producing company can correct the error by creating a new request corresponding to the request that contained the error, BUT with the amount indicated as a negative value. The associated invoice must be uploaded again.

Corrections to a request can be made up to 12 months after the collection date. The waste-producing company will not receive an email if the cancellation has been made in the manner described last, but the cancellation can be seen on the request status screen.

13. How can the status of requests be seen?

In the compensation portal, the waste-producing company can see the status of the requests that the company has submitted to VANA.

- A. Received
- B. Cancelled
- C. Rejected
- D. Set for payment

When a request is submitted to VANA, it receives the status "Received". When VANA has approved the request, the status changes to "Set for payment". If the waste-producing company cancels the request before it is set for payment, it will receive the status "Cancelled". If VANA cannot approve the request for compensation, it will receive the status "Rejected".

14. When is compensation paid out?

Requests submitted in the same file will, as a rule, be settled on the same settlement note. The FILE-ID appears as a reference on the settlement note, which is sent to the waste-producing company by e-mail. The compensations will be paid out to the company's NemKonto no later than 30 days after the submission date.

15. How does it work if there are corrections?

VANA can change a decision on a request that has been paid out if it turns out that the decision is not correct. The waste-producing company will receive a charge for the amount that has been corrected. The amount must be paid if it cannot be offset against the waste-producing company's claims with VANA.

If VANA changes a decision, the waste-producing company will receive an email with a link to a specification of the changed requests. On the settlement document, there is a link to an overview where the paid-out amount is specified for the requests.

16. Where can the municipal allocation be seen?

[Download and view the municipality allocation \(in Danish\)](#)

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