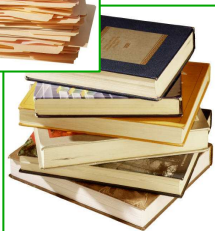


RECYCLING MADE EASY

More than 90% of your office waste can be recycled. Many of these items are on your desk right now! The only items that cannot be recycled are those that have been contaminated with food and other liquid waste. Many of these however can be rinsed out and diverted from the landfill, such as your Starbucks coffee or yogurt cup!



RECYCLABLES

Clear Liners

Office Paper – All Colors
Envelopes: including
Windowed and Labeled
Cardboard Boxes
Junk Mail
Magazines
Newspapers
Phone Books
Soft and Hard Back Books
File Folders
Brochures, Reams
Wrapping Paper
Greeting Cards
Aluminum Cans
Plastic Bottles



PROHIBITED MATERIALS



- Black Liners
- Food Waste
 - Food Containers
 - Food Utensils
 - Styrofoam
 - Containers with Wax Coating
 - Medical Waste (i.e. Needles)
 - Restroom Waste



How you can participate...

- *Place all recyclable materials in your desk-side bin with a clear liner.*
- *Place all food waste and food waste containers in your desk-side bin with a black liner.*
- *Help co-workers become aware of the new recycling program.*

