

# RECYCLING GUIDELINES

## IMPORTANT: ALL ITEMS MUST BE CLEAN

- BIN ONE: All aluminum and tin cans, and plastic containers **[ONLY with Recycling Numbers 1, 2 or 5]** may be mixed together loose in Bin One.
- BIN TWO: All newspapers, magazines, junk mail and phonebooks may be mixed together and placed in Bin Two.
- CARDBOARD [FIBER]: Cardboard, including paperboard, [i.e. cereal boxes, etc.], must be **flattened and bound together** using twine or duct tape, and secure in both directions [+], and bundle must be no larger than 24" x 24" x 12" thick.
- SHREDDED PAPER: Shredded paper must be placed into paper bag only and clearly marked "shredded paper". Bag must be stapled or duct taped shut.
- PLASTIC BAGS Use of plastic bags to place items in is prohibited. Plastic bags are not recyclable through this program.

## ITEMS NOT ACCEPTABLE FOR RECYCLING

Plastic bags or packaging, plastic items with metal attached, aluminum foil, pie tins, aerosol cans, paint cans, wax covered juice boxes or milk cartons, foam egg cartons, Tupperware, Rubbermaid, gift wrap paper, Christmas lights, bows, ribbons, paper or plastic plates and cups, toys batteries, greeting cards with a battery in it, hangers, glass, Styrofoam products, hard covered books, toilet seats, carbon or coated paper, straws, laundry baskets, dental floss, tools, food or plant containers, tubing or pipe [PVC]; any plastics without a recycling number of 1, 2 or 5.

## HELPFUL HINTS

- \*\*\* You may use additional containers as long as they are **no larger** than your green Recycling Bin.
- \*\*\* Do not "mound" or overload your containers to prevent spillage.
- \*\*\* Containers of loose paper have to be lifted over workers' heads as the truck fills up, so it would be helpful if paper products are placed in paper bags, however, loose paper items will not be rejected.

**RECYCLING MUST BE OUT BY 6:00 AM AND VISIBLE TO DRIVER**