


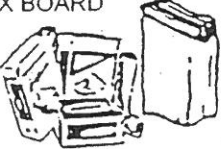






RECYCLABLE MATERIALS PREPARATION GUIDE

ITEM	YES	NO	HOW
<p>NEWSPAPERS & PHONE BOOKS</p> 	<p>Newspaper</p> <p>Newspaper inserts</p> <p>Phone books</p> <p>Glossy magazines</p>	<p>No plastic wrappers</p> <p>No metal inserts</p>	<p>Stack neatly in brown paper bags to avoid materials flying away.</p>
<p>MAGAZINES</p> 	<p>Catalogs</p> <p>Flyers</p> <p>Brochures</p> <p>Scratch paper</p>	<p>No product samples</p> <p>No aluminium foil</p>	<p>Keep materials clean.</p> <p>Remove and discard non-recyclable items.</p>
<p>JUNK MAIL & OFFICE PAPER</p> 	<p>Envelopes</p> <p>Letters</p> <p>Photo copies</p> <p>Computer paper</p>	<p>No plastic windows</p> <p>No metal items</p>	<p>You can mix all paper items together in one bag.</p>
<p>BOX BOARD</p> 	<p>Cereal boxes</p> <p>Dry food boxes</p> <p>Shoe boxes</p> <p>Paper towel rolls</p>	<p>No laundry soap boxes</p> <p>No wax coated boxes (milk and juice boxes)</p>	<p>FLATTEN all boxes.</p> <p>Place boxboard in paper bag or bundle with string.</p>
<p>CORRUGATED CARDBOARD</p> 	<p>Brown paper bags</p> <p>Corrugated is two layer cardboard with a wavy middle layer.</p>	<p>No wax coated boxes.</p> <p>No food contamination.</p> <p>No wood/foam supports</p>	<p>FLATTEN all boxes.</p> <p>Clean material ONLY.</p> <p>Bundle no larger than 3' X3' pieces.</p>
<p>ALUMINIUM AND TIN CANS</p> 	<p>Aluminium & tin food cans -- RINSED.</p> <p>Foil pie plates & trays.</p> <p>Empty aerosol cans.</p>	<p>No large items.</p> <p>No strap metal.</p> <p>No coated foil wrappers.</p> <p>NOTHING DIRTY.</p>	<p>Clean material ONLY.</p> <p>Remove paper labels.</p> <p>Flatten as much as possible.</p>
<p>PLASTICS</p> 	<p>Plastic bottles labeled on the bottom: 1 2</p> <p>Detergent bottles and Milk jugs. -- RINSED</p>	<p>No motor oil jugs.</p> <p>No medical items.</p> <p>No packing peanuts.</p> <p>No lids or caps.</p>	<p>Clean material ONLY.</p> <p>Crush if possible.</p> <p>No styrofoam.</p> <p>Labels OK.</p>
<p>GLASS</p> 	<p>Clear, green, brown only -- RINSED</p> <p>Unbroken jars & bottles</p> <p>Container glass ONLY</p>	<p>No plate glass, light bulbs, mirrors or glasses.</p> <p>No ceramics or cookware.</p> <p>No frosted, blue or black.</p>	<p>Clean material ONLY.</p> <p>Labels OK.</p> <p>Remove lids & caps.</p>