





# WASTE MANAGEMENT RECYCLING GUIDELINES



Each recycling program has special guidelines that depend on available markets. Just because something is recyclable in other locations does not mean it is here, but we can recycle a lot! Please follow the guidelines below. If contamination becomes a problem, we may have to start charging customers to drop off recycling.

## ACCEPTABLE ITEMS

- Office paper (any color **except fluorescent** bond, photocopy, printer/laser, notebook, legal, fax, plotter); shredded is OK, if placed in plastic bags. **Remove paper clips.**
- Envelopes (labels and windows OK)
  - White, pastel, interoffice, brown envelopes w/string closure. **NO Tyvek** (reinforced-fiber) **or padded** envelopes
- Magazines and catalogs
- Newspapers and inserts
- Telephone books
- Post-it™ notes
- Junk mail (unopened OK)
- Paperback books
- Soft cover computer manuals
- Hard cover books
- Manila file folders
- White/pastel packing paper (**NO tissue**)
- White boxboard or card stock
- Soft drink or beer cartons
- Cereal box-type cardboard (remove inner packaging)
- Paper bags or other brown paper
- Gray paperboard, boxboard, egg cartons
- Dark-colored accordion files
- CORRUGATED CARDBOARD (flatten; remove staples)**
- PLASTICS #1 PETE**  or **#2 HDPE**  only (**rinse**)
- PLASTIC BAGS** (grocery store bags)
- METAL** cans, tin cans, jar lids and foil products (**rinse**)

**Remove paper clips and staples from cardboard.**  
Small amounts of tape are OK.

### SUMMER HOURS: MAY 1-OCT 31

Mon., Tue., Wed., Fri. 9 am – 3 pm  
Thursday 9 am – 7 pm

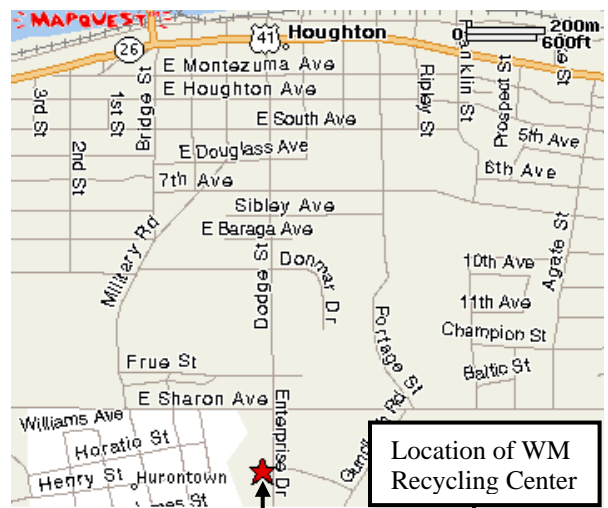
### WINTER HOURS: NOV 1-APRIL 30

Mon. and Wed. 8 am – 5 pm  
Thursday 8 am – 7 pm

## UNACCEPTABLE ITEMS

- NO** Plastic transparencies or photographs
- NO** Metal spiral or plastic ring bindings
- NO** Candy wrappers or chip bags
- NO** Pizza boxes or other food containers
- NO** Brightly colored (fluorescent) paper
- NO** Tyvek (reinforced-fiber) or padded envelopes
- NO** Paper towels, napkins, or tissue paper
- NO** Dark-colored hanging files
- NO** Carbon paper (carbonless is OK)
- NO** Wax paper
- NO** Paper ream wrappers (most are plastic-coated or tan inside)
- NO GLASS** of any kind
- NO PLASTIC other than #1 PETE or #2 HDPE**

**OUR RECYCLING PROGRAM  
IS NOW SINGLE STREAM.  
ALL ACCEPTABLE  
RECYCLING MAY BE MIXED.**



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