

# RECYCLING GUIDELINES

WASTE MANAGEMENT - 1108 ENTERPRISE DR - HOUGHTON, MI  
1-888-960-0008

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 this becomes a problem we may have to start charging customers to drop off recycling.

## ACCEPTABLE ITEMS

Office Paper (any color, **NO fluorescent** bond, photocopy, printer/laser, notebook, legal, fax, plotter) shredded is OK, if placed in plastic bags  
Envelopes (labels and windows OK)  
White, pastel, interoffice  
**NO Tyvek** (reinforced-fiber) or **padded**  
Brown envelopes w/string closure  
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 papers (**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  
Plastic bags (grocery store bags)  
Gray paperboard, boxboard, egg cartons  
Dark-colored accordion files  
Plastics **#1 or #2 only**  
Metal cans, tin cans, jar lids and foil products

## 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** Paper towels, napkins, or tissue paper  
**NO** Dark-colored hanging files  
**NO GLASS OF ANY KIND**  
**NO** carbon paper (carbonless is OK)  
**NO** Wax Paper  
**NO** Paper ream wrappers (most are plastic coated or tan inside)  
**NO** Styrofoam or other packing materials

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

Please empty out bags, this leaves more room for recycling.

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

***FLATTEN ALL CARDBOARD BOXES***

## WMI RECYCLING HOURS

MON, TUE, WED & FRI

**9 am – 3 pm**

THURSDAY

**9 am – 7 pm**



NOW SAME  
HOURS  
YEAR  
ROUND!