

DESK SIDE RECYCLING

The blue recycle container will only be used for 3 types of recyclable material.

- Slick Materials
 - Magazines, phone books
- Newspaper
- Office Mix
 - White and colored paper, unbound reports, index cards, all envelopes (excluding plastic padded types), computer paper, and shredded paper



The blue recycling container has 3 compartments: 1 large center compartment and 2 removable smaller compartments on each side. You can use the large compartment for what ever you generate most.

Remember only the 3 types listed above will be placed in these containers. Please help the custodial staff by making sure that only those items are placed in the blue recycle container.

The custodial staff does not have time to sort the recycled material so please make sure that it is sorted and that the following items are not placed in the blue recycle containers.

Items Not Recycled:

Foam Packing Peanuts
Plastic and Styrofoam Cups
Food or Garbage
Tape
Binders
Glass

Styrofoam Packing Material
Carbon Paper
Food Wrappers
Adhesives
Hard Back Books
Steel or Metal Cans

*Cardboard should be taken to blue cardboard dumpsters or to the ground floor recycling center.

*Aluminum cans and plastic bottles should be placed in the containers located by soda machines. Please remove the tops and empty the cans and bottles.

These containers are for office use, if you need more containers or if you have any questions about other recyclable items, please call 532-6711.