

## ITEMS RECYCLABLE FOR OFFICE PAPER COLLECTION

Acceptable Items Include:	Unacceptable Items:
<ul style="list-style-type: none"><li>• Computer Paper</li><li>• Envelopes</li><li>• Envelopes with Windows</li><li>• Copy Paper</li><li>• Brochures</li><li>• Fax Paper</li><li>• Sticky Notes</li><li>• Adding Machine Tape</li><li>• Legal Paper</li><li>• Index Cards</li><li>• Manila Folders</li><li>• Colored Paper</li><li>• Carbon-less Forms</li><li>• Junk Mail</li></ul>	<ul style="list-style-type: none"><li>• Newspaper</li><li>• Cardboard</li></ul>
RECYCLING GUIDELINES:	
<ul style="list-style-type: none"><li>• Newspaper and cardboard are not accepted in the office paper recycling program due to differences in paper grades. Please recycle these items in the mixed/commingle recycling dumpsters.</li><li>• Place all office paper recyclables together in your office paper wheeled plastic totter.</li><li>• Certain items cannot be collected because of contamination issues or lack of market availability.</li></ul>	