

BASIC BUSINESS RECYCLING GUIDE

Paper Recycling:

- White paper
- Colored paper
- Junk mail
- Cardboard—corrugated , boxes, envelope boxes, tablet backs, toilet paper tubes, etc.
- Printers mix
- Computer print-out
- NCR paper
- Envelopes
- Plastic window envelopes
- Newspaper
- Magazines & catalogs
- Glossy and coated paper
- Post-it notes
- File folders (manila & colored)
- Ream wrappers
- Telephone books
- Paperback books

Staples & paper clips are acceptable

UNACCEPTABLE PAPER

- *Food wrappers*
- *Facial tissues*
- *Photographs*
- *Plastic binders*
- *Tyvek envelopes*
- *Carbon paper*
- *Used paper plates*



Bottle & Can Recycling

- Plastic #1 thru #7—without lids
- Aluminum cans, foil, pie plates
- Steel cans
- Glass bottles & jars
- Juice, milk & soup cartons & aseptic boxes