

ZERO-SORT HOW RECYCLING GETS DONE

GLASS BOTTLES & JARS



- ✓ **Rinse clean.** Food and beverage containers.
- ⊗ **No** light bulbs, Pyrex, drinking glasses, window panes, or ceramics.

METAL AEROSOL CANS (EMPTY)



- ✓ **Separate cap from container.** Do not puncture cans.
- ⊗ **No** full or partially full containers. Deliver paint, cleansers, automotive sprays, and other hazardous fluids to local hazardous waste disposal site.

ALUMINUM CANS, FOIL, PIE PLATES



- ✓ **Rinse clean.**
- ⊗ **No** aluminum with stuck-on food or grease

METAL CANS



- ✓ **Rinse clean.** Food and beverage cans only. Labels and can lids are OK.
- ⊗ **No** oil filters or scrap metal.

BOXBOARD / ASEPTIC PACKAGING



Cereal, shoe, juice and dry-food boxes, soda carries, paper egg cartons, pizza boxes, tissue boxes, paper product cores

- ✓ **Empty.** Remove and discard plastic liners.
- ⊗ **No** styrofoam cups, stuck-on food or grease.

CORRUGATED CARDBOARD



Boxes with a wavy center layer.

- ✓ **Empty.** Staples, tape, and labels are OK.
- ⊗ **No** oil, paint, or chemical stained, wet unclean, or wax-coated cardboard. No strapping or string. No plastic, filmy, or foam packing materials.

ENVELOPES & OPENED MAIL



White, colored, gummed, and window envelopes.

- ✓ **Remove non-paper enclosers.** (e.g., CDs, plastic cards, etc.) and strings. Labels are OK.
- ⊗ **No** Tyvek or plastic envelopes. No bubble wrap padded mailers.

MAGAZINES & SOFT-COVER BOOKS



Glue or staple-bound publications, paperback books, phone books, catalogs, etc.

- ✓ **Must be clean and dry.** Phone books are OK year-round.
- ⊗ **No** plastic wrapping, CDs or plastic covers.

NEWSPAPER



All sections and inserts

- ✓ **Must be clean and dry.** Remove from plastic bags. Do not tie with string.
- ⊗ **None** That are contaminated with food, paint, oil, pet waste, etc. No plastic bags.

SHREDDED PAPER



Confidential Documents.

- ✓ **Place in clear plastic bags and tie shut.**
- ⊗ **No** shredded plastic (credit cards, etc.)

WHITE & COLORED PAPER



Printed, letterhead, copier paper, glossy flyers & brochures, file folders, craft paper, manilla folders, index cards, construction paper, non-metallic wrapping paper, tissue paper & cards.

- ✓ **Must be clean and dry.** No need to remove plastic tabs, paper clips & metal hanging-file strips. Staples are also OK
- ⊗ **No** pressure-sensitive duplication forms. No foil paper. No paper towels or facial tissue. No stickers or sticker backing material.

PLASTICS 1-7



Containers, bottles & jugs for foods, beverages, beauty, and cleaning products, dairy tubs (yogurt, sour cream, etc.), take-out containers, flower pots and trays, and frozen-food trays. Minimum size: 2" on any 2 sides.

- ✓ **Rinse clean.**
- ⊗ **No** filmy or pliable plastic (grocery bags, bubble wrap, etc.). No foam polystyrene (Styrofoam) products such as cups, take-out containers, packaging blocks and peanuts, etc. No motor oil containers or electronics housing. No biodegradable plastics (PLA).