

RECYCLABLE MATERIAL PREPARATION INSTRUCTIONS

Shoreline Waste Services Curbside and Drop-Off Recycling Programs

1-800-968-4143

Help increase the value of recyclable items like paper, plastic, glass and metal by removing contaminants and generally making sure each material is clean and dry

Recyclable items can be placed in your bin each week the same day as your regular refuse pickup

<u>MATERIAL</u>	<u>ACCEPTABLE ITEMS</u>	<u>HOW TO PREPARE</u>	<u>UNACCEPTABLE ITEMS</u>
Newspaper & Magazines	Newspaper print Magazines Glossy catalogs Glossy flyers & brochures	Collect newspaper, magazines and glossy material Place in paper bags Set in bin	Materials bound with string or twine Colored office paper
Boxboard	Cereal Boxes Dry food boxes Shoe boxes Paper towel rolls Tissue boxes	Remove and discard liners, cellophane or metal strip Flatten all sides Place in paper bag or box Set in bin	Refrigerated or frozen food boxes Wax coated milk cartons Laundry soap boxes
Corrugated cardboard	Corrugated boxes less than 2'x2' Brown paper bags	Remove and discard tape Flatten Set out with bin	Pizza boxes Wax-coated boxes Plastic lined boxes Food saturated boxes
Glass	Clear jars and bottles Food and beverage containers	Rinse clean/labels may stay Remove metal lid or ring Set in bin	NO window or plate glass broken glass, lightbulbs Blue glass or Pyrex Drinking glasses Ceramics, dishes
Plastic, #2 HDPE	Plastic milk jugs Colored detergent or shampoo bottles Must have seam across bottom of container Look for a #2 stamp	Rinse clean/labels may stay Remove and discard caps Flatten Set in bin	Clear plastic bottles Soft plastic or grocery bags Brittle/crinkled plastics tub containers or any with "dimple" on bottom Oil or antifreeze jugs

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(CONT.)

<u>MATERIAL</u>	<u>ACCEPTABLE ITEMS</u>	<u>HOW TO PREPARE</u>	<u>UNACCEPTABLE ITEMS</u>
Aluminum	Aluminum foil Aluminum pie & food trays Aluminum cans	Rinse clean Remove any paper Set in bin	Dirty foil Foil-coated wrappers Coffee "brick" wrappers
Steel "tin" cans	Food and beverage containers	Rinse clean/remove labels Remove ends if possible Flatten and tuck lids inside Set in bin	Paint Cans Aerosol cans Dirty cans Wire or scrap metal
Office Paper	White paper White ruled paper Colored paper Fax paper, NCR Envelopes	Remove paper clips Place in bag Set in bin	Crayoned or painted paper Carboned paper Tissue
