Recycle

Metal: (no liquids or food)

- aluminum
- aluminum foil
- caps & lids from bottles, jars & steel (tin) cans
- steel (tin cans)
- spray cans (empty)
- paint cans (empty & dry)

Plastic: (except those labeled "compostable" no liquids or food)

- bottles (leave caps on)
- coffee cop lids
- containers & clamshells
- plastic caps & plates (no styrofoam)
- tubs & lids
- flower tubs & plates

Paper: (clean, dry, unsoiled)

- bags (paper only, no plastic)
- cardboard (non-waxed)
- cereal boxes (remove plastic liner)
- computer & office paper
- envelopes (windows ok)
- junk mail & magazines
- newspaper
- packing or craft paper
- phone books

Wrapping paper (non-metallic)

- sticky notes
- shredded paper (in sealed paper bags

Glass: (no liquids or food)

- glass bottles & jars (caps, lids ok)

Compost

Food Scraps:

- bread, grains, pasta
- coffee grounds
- dairy
- eggshells
- fruits (pits & nuts too)
- leftovers & spoiled food
- meat (including bone)
- seafood (including shellfish)

Soiled Paper:

- coffee filters
- greasy pizza boxes
- paper cups & plates
- paper ice cream containers (metal rim is ok)
- paper bags
- napkins, tissues & towels
- paper take-out boxes
- paper take-out containers
- paper tea bags
- waxy paper milk & juice cartons (no foil liner)

Other Items:

- cut flower, braches, leaves
- cutlery labeled "compostable"
- plastic labeled "compostable" (green stripe or sticker for easy Identification)
- waxed cardboard & paper
- vegetable wood crates

Trash/Landfill

Mixed Items:

- plastic bags
- foil /plastic-backed paper
- juice or soy milk type boxes with foil liner
- styrofoam
- ceramic dishware, glassware
- pens & pencils
- rubber bands
- plastic bags, wrappers & film (not labeled "compostable")
- plastic items mixed with metal fabric or rubber
- "biodegradable" plastic
- plywood, pressboard, painted or stained wood (small pieces)
- incandescent light bulbs (no fluorescent or HIDs)
- clothing items
- coat hangers

Special Handling

Building Office collects:

- batteries

Computers and accessories

- laptop computers
- desktop computers
- scanners
- keyboards
- mice
- small speakers

Monitors and Television Sets:

- computer monitors, CRT or flat screen
- television sets

Printers, Fax Machines and Copy Machines

- ink jet
- laser printer
- fax machines
- desk copiers
- all-in-one printers
- floor copiers

Phones:

- cell phones & accessories
- regular phones
- answering machines

Printer Cartridges can be placed in the "Cartridge World" box in the loading dock hallway