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.

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).

Shredded Paper
- Confidential Documents.
  - **Place in clear plastic bags and tie shut.**
  - No shredded plastic (credit cards, etc.)

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