



## Office Recycling Information Recycling's Good For Our Planet!

### Do recycle these:

#### Paper

- Letterhead / typing paper
- Copy paper / copy paper wrappers
- Memo/telephone messages
- Calculator tape
- Calendars
- Construction paper / other colored paper
- Computer printout
- Envelopes (with or without cellophane windows)
- Post-it® notes
- File folders
- Junk mail and flyers
- Carbonless copy
- Books (paperback and hardcover)
- Glossy magazines and reports (no bindings)
- Hanging file folders (without metal rods)
- Corrugated cardboard (flattened)
- Fax paper
- Newspapers
- Kraft paper (e.g., brown paper bags)
- Chipboard (e.g., tissue boxes, notepad backings)

#### Bottles & Cans

- Plastic bottles coded #1 and #2:
- Glass jars/bottles
- Aluminum cans/steel cans



PETE



HDPE

### Do not recycle these:

#### Put into trash

- Blueprint paper
- Labels and label backings
- Tyvek™ envelopes
- Cardboard from soda packs
- Carbon paper
- Laminated paper
- Paper cups / plates
- Paper napkins/tissues
- Paper towels
- Styrofoam™ cups / plates
- Plastic wrap/cellophane
- Aluminum foil
- Food waste
- Frozen food boxes & trays
- Hardcover books / 3-ring binders

#### Reuse these:

- Paper clips
- Rubber bands
- Padded envelopes

**(973) 584-2002**  
**[www.pintomontville.net](http://www.pintomontville.net)**

**Just Good Enough... Is Not Good Enough**

**AIM FOR MAXIMIZED RECYCLING**