

## 100 & 150 South Wacker Recycling Program

Our goal is to make recycling easy for you. Here is how the program will work:

### Deskside Collection:

- There will be collection of garbage and recyclables at individual desks. Please deposit **garbage** and **recyclables** in the separate containers located under the desk.

### Central Collection:

- Containers for the collection of **garbage and recyclables** should be located in the kitchen area, conference room and other central areas. Please keep your materials separate.

### Special Collection:

- Electronic Recycling. Items such as computer equipment, refrigerators, televisions, microwaves, small electronics, CD/DVD's and batteries require special e-waste recycling. Toner normally includes a method to ship back and recycle. Batteries can be recycled by placing in the bin location on LL1 by the messenger boxes. See separate electronic recycling program memo attached with pricing.
- Items that are not compactable must be removed separately from your suite at your cost. Non-compactable items include but are not limited to light bulbs, file cabinets, desks, shelving and shelving components, wood pallets and other shipping containers plus non electronic equipment. Please contact the office of the building for costs associated with removal.

### What Goes in Each Container?

#### Recyclables



**All dry recycling items which include acceptable paper, bottle and can materials.**

**\*Paper = white or colored paper, newspapers, junk mail/envelopes, magazines, blue prints, books, brochures, cardboard, manila folders and post-it notes.**

**\*Bottle and can = dry/clean aluminum cans, glass bottles, juice boxes, steel cans and plastic containers imprinted #1-5 and 7.**

*Where does it go? All recyclable material is sent to processing facilities for sorting. The materials are then sold to recyclers and made into new products.*

#### Garbage (Black Liners)



Very few items actually belong in the garbage. Items that should be put in the garbage include: **plastic bags, foam cups and packaging, Keurig cups, napkins, photographs, wax paper, bubble wrap, food waste, packing peanuts, plastic coated paper, tissues, food and candy wrappers, paper towels, ring binders and chip bags.** Note, plastic bags can be taken to local drug/grocery stores for recycling.

*Where does it go? Any material put in the garbage is sent to landfill.*