

RECYCLING BASICS

RECYCLE MORE NOW!



GLASS JARS & BOTTLES

Unbroken glass jars and bottles only.
No other kinds of glass. Lids can be recycled, but remove these from the bottle or jar first.
Rinse and leave labels on.



PLASTICS BOTTLES & CONTAINERS

Jars, tubs, lids/caps, pails/buckets, flower pots, and #1 PET thermoform plastics including: clamshell containers, bakery trays and cake domes, deli containers and trays, fruit and vegetable containers and baskets, cups, tubs and lids

Empty and rinse containers; labels are OK. Lids and caps can be recycled, but remove these from bottles or containers first. No plastic wrap/bags or Styrofoam®/polystyrene.

NO PLASTIC BAGS!

Plastic bags can be recycled at most local grocery stores.



YARD TRIMMINGS

When you can't grasscycle, compost and/or mulch, bag or can yard trimmings. Brush can be bundled. Always label containers of yard trimmings. No plastic bags for yard trimmings!



DIVISION OF SOLID WASTE SERVICES (SUMMER 2012)

Visit our website at www.montgomerycountymd.gov/recycling or call 3-1-1 for more information about:

RECYCLING AT YOUR HOME, APARTMENT OR CONDO, AND FOR SPECIAL COLLECTION PICK-UPS

MONTGOMERY COUNTY'S RECYCLING GOAL: RECYCLE 70% BY 2020!

This information is available in an alternate format by calling Alan Pultyniewicz at 240-777-6480.



CANS & FOIL PRODUCTS

Aluminum and bi-metal (steel/tin) food and beverage cans, aluminum foil products and empty non-hazardous aerosol cans.

Rinse cans and wipe foil. Attached lids are okay. No aerosol cans that contained automotive or hazardous products.



MIXED PAPER AND CARDBOARD

Cardboard boxes, newspapers, magazines, cereal, snack food and pasta boxes, office paper, unwanted mail, shredded paper, milk/juice cartons, juice/drink boxes, frozen food boxes, fruit and produce boxes, and all other clean, dry paper, etc.

Place paper in blue wheeled cart, in a small cardboard box, or in paper grocery bags or bundle with twine and place next to or on top of recycling bin. Please do not place paper in plastic bags. Keep mixed paper items separate from glass, plastic, metal and aluminum items when placing them out for recycling collection.

Recycle The Following Items At The Montgomery County Transfer Station:

Recicle los siguientes artículos en la Estación de Transferencia del Condado de Montgomery:

在蒙哥馬利郡轉移站回收下列物品：

16101/16105 Frederick Road, Derwood

Scrap Metal

Washers, dryers, refrigerators, air conditioners, dishwashers, sinks, stoves, freezers, furnaces, hot water heaters, trash compactors, iron furniture, doors, cabinets, humidifiers/dehumidifiers, bikes, swing sets, aluminum lawn chairs, shower stalls and disassembled metal sheds.

If you live in a single-family home, call 311 by 11 a.m. the business day before your normal recycling collection day to schedule a collection for large scrap metal items.

Tires

Vehicle tires (no more than four).

Textiles

Clothing, drapes, towels, shoes, sheets, handbags and cloth measuring at least 15" x 15".

Antifreeze

Antifreeze drained from your car, truck, RV or boat. (5 gallon limit).

Motor Oil

Used motor oil from cars, trucks, boats, lawn mowers, RVs or motorcycles. (5 gallon limit).

Batteries

(Automotive/Lead Acid)

Lead acid from cars, trucks and RVs.

Construction Materials

Doors, fencing/lumber, sheds, drywall, flooring, carpeting, kitchen cabinets, hardware, toilets, bathtubs, cinder blocks and sinks.

Computers

Old or unwanted processing units, hard drives, monitors, keyboards, printers and copiers, wires and power cords, scanners, software, etc.

Televisions

All types of television sets (up to three).

Electronic Items

CD and DVD players, stereos and speakers, VCR players, camcorders, fax machines, cell phones, telephones, calculators, PDA's, projection equipment, copiers, scanners, digital cameras, electronic toys, and electronic typewriters.

Chatarra

Lavadoras, secadoras, refrigeradores, acondicionadores de aire, lavaplatos, fregaderos, estufas, congeladores, hornos, calentadores de agua, compactadores de desperdicios, muebles de hierro, puertas, gabinetes, humidificadores/deshumidificadores, bibibletas, juegos de columpios, sillas de aluminio para el jardín, compartimentos de duchas, y corbertizos de metal desmontados.

Si vive en una casa o Townhouse, llame al 311 para programar su recolección de chatarra.

Llantas

Llantas de vehículos (no más de cuatro).

Textiles

Ropa, cortinas, toallas, zapatos, sábanas, carteras y pedazos de tela con medidas de al menos 15" x 15".

Anticongelante

Anticongelante drenado de su auto, camión, vehículo de recreación o bote. (Límite de 5 galones).

Aceite de motor

Aceite de motor usado de autos, camiones, botes, cortadoras de césped, vehículos de recreación o motocicletas. (Límite de 5 galones).

Baterías

(Autos/ácido de plomo)

Ácido de plomo de automóviles, camiones o vehículos de recreación.

Materiales de construcción

Puertas, verjas/madera, cobertizos, planchas de madera o yeso, pisos, alfombras, gabinetes de cocina, material de ferretería, inodoros, bañeras, ladrillos de ceniza y fregaderos.

Computadoras

Unidades de procesamiento antiguas o no deseadas, discos duros, pantallas, teclados, impresoras y copiadoras, alambres y cordones eléctricos, escáners, software, etc.

Televisores

Toda clase de televisores (hasta tres).

Artículos Electrónicos

Tocadoras de discos compactos y DVD, equipos de sonido y parlantes, videocasetas, videocámaras, fax, teléfonos celulares, teléfonos, calculadoras, agendas electrónicas, fotocopiadoras, proyectores, cámaras digitales, juguetes eléctricos, y maquinas de escribir eléctricas.

廢舊金屬

洗衣機、烘乾機、電冰箱、空調機、洗碗機、洗滌槽、電爐、冷凍箱、火爐、熱水器、廢物壓縮機、鐵製傢俱、門、櫃檯、加濕器/去濕機、腳踏車、鞦韆、鋁製草地椅、淋浴設備和拆卸的金屬棚。

如果您住在單家庭住宅，請致電 311 以便安排收集大型廢金屬物品。通話後，請把廢金屬物品放在路邊。

輪胎

汽車輪胎（不超過四個）。

紡織品

衣物、窗簾、浴巾、鞋子、被單、手提包和至少 15 英寸 X 15 英寸大的布料。

防凍劑

從轎車、卡車、旅行車或汽船上排出的防凍劑。（最多 5 加侖）。

機油

轎車、卡車、汽船、割草機、旅行車或電動腳踏車使用過的機油。（最多 5 加侖）。

電池

(汽車/鉛酸電池)

轎車、卡車和旅行車使用過的鉛酸電池。

建築材料

門、籬笆/木料、棚子、清水牆、地板、地毯、廚房內小櫥櫃、五金製品、馬桶、浴缸、空心磚和洗滌槽。

電腦

舊的或不想要的處理器、硬盤、顯示器、鍵盤、打印機和復印機、電腦線和電線、掃描機、軟件等。

電視機

任何樣式的電視機（最多三台）

電子產品

CD 和 DVD 光碟播放機，音響和喇叭，VCR 放映機，攝影機，傳真機，手機，電話，計算機掌上型記事機，放影設備，影印機，掃描機，數位相機，電子玩具和電動打字機。

Where: Cars—Use Route 355 entrance **Open:** Monday thru Friday 7:00 a.m.—8:00 p.m., Saturday 7:00 a.m.—5:00 p.m., Sunday 9:00 a.m.—5:00 p.m.

Dónde: Autos—Use la entrada de la Ruta 355 **Abierto:** De Lunes a Viernes: 7:00 a.m.—8:00 p.m., Sábados: 7:00 a.m.—5:00 p.m., Domingos 9:00 a.m.—5:00 p.m.

地點：轎車—使用 355 號公路入口 時間：星期一至星期五早上七點至晚上八點，星期六早上七點至晚上五點，星期日早上九點至晚上五點。



Aluminum & Bi-Metal Cans and Products

What types of materials may be recycled?

Aluminum and bi-metal (steel/tin) containers of all shapes and sizes can be recycled. All metal food, beverage and pet food cans, aluminum cans, foil, pie plates, food trays, and tins from cookies, fruit cakes, popcorn, and similar items are recyclable. For information about larger metal items, see our recycling fact sheet on *Scrap Metal*.

How do you recycle this product?

Residents of Single-Family Homes:

Aluminum and bi-metal cans and foil products should be placed with your other **commingled materials** in your blue bin provided by the County and place at curbside for pick-up.

Multi-Family Properties:

Place these recyclables in containers labeled **commingled materials**. Recycling containers are often located near outdoor trash containers on your property, or in a common area in your building. Check with your property manager if you have any questions.

Businesses:

Place these materials in either individually labeled recycling containers or in recycling containers labeled **commingled materials** provided by your business or property manager.



Follow these rules when recycling this material:



DO NOT Crush Aluminum Cans



Labels **OK**



Empty and Rinse



If Lid is Detached, Dispose of Lid in Trash



No Plastic Bags



No Aerosol Cans

Aluminum & Bi-Metal Cans and Products

Recycling is the Law.

**Executive Regulation 15-04AM
requires recycling of
Aluminum & Bi-Metal Cans and Products.**

What kind of aluminum products can I recycle? Do I have to do anything with them before I put them in the recycling bin?

All aluminum cans and aluminum foil products can be put in your commingled recycling bin. DO NOT crush aluminum cans. All cans should be rinsed. Make sure all aluminum foil is rinsed and free of any food.

What other kinds of metal cans are recyclable?

All steel and tin food, beverage, and pet food containers can also be put in your commingled recycling bin. There is no need to remove the labels before recycling. Be sure to rinse these containers. If the metal lid becomes detached, please dispose of it in the trash.

Did you know?

Recycling one aluminum can saves enough energy to power a television set for 3 hours?

Recycling aluminum uses 95 percent less energy to make a new can than using virgin materials.

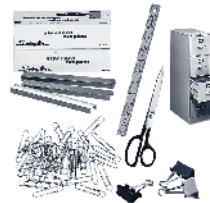


Help Reduce Waste

One way to reduce waste is to buy in bulk. Purchase larger size containers instead of single-use containers. Buy products that are packaged in materials that can be recycled in Montgomery County.

Close the Loop

Be sure to buy products made with recycled materials. Most of the recycled aluminum cans are used to make new aluminum cans, but some are used to create folk art and jewelry. Recycled steel/tin cans are used to make new cans for food and pet food products. Steel materials are also used to make a variety of new steel products including bicycle frames, ladders, shelving, indoor/outdoor furniture, file cabinets, and auto parts.




Office Products
& Supplies



Food & Beverage
Containers

How do I know if I am buying products made from recycled materials and where do I find them?

Look for the “made with recycled-content” symbol . When it is on a package, you can be sure that the product is made with recycled materials. Recycled products are available from many sources including grocery, department, and hardware stores, so it is not necessary to shop at a specialty store to find them.



**For more information, contact:
Montgomery County, Maryland • Division of Solid Waste Services**

101 Monroe Street, Sixth Floor • Rockville, MD 20850

Phone: 240-777-6400 • Fax: 240-777-6465

E-mail: recycle@montgomerycountymd.gov

Web Site: www.montgomerycountymd.gov/recycling





Mixed Paper

What types of paper can be recycled?

All clean and dry paper can be recycled including corrugated cardboard boxes, newspapers and inserts, magazines, cereal and other boxes (boxboard), telephone books, white and colored computer and office paper, paperback and hardcover books, greeting cards, wrapping paper and gift bags, envelopes and unwanted mail, catalogs, shredded paper, and coated paper items such as milk and juice cartons, juice/drink boxes, fruit and produce boxes and frozen food boxes. Please keep all paper items separate from glass, plastic, metal and aluminum cans, bottles, jars, containers, etc. when recycling.

How do you recycle this material?

Residents of Single-Family Homes:

The County has provided a 64-gallon wheeled cart for your convenience. This cart eliminates the need to bag, tie, flatten, or cut boxes. Place all mixed paper and cardboard into this cart, or if a box is too large to fit in the cart simply place it on the ground next to the cart. If you don't have a wheeled cart, put all mixed paper in a paper bag or bundle it with twine and place next to your blue bin at curbside for pick-up.

Multi-Family Properties:

Place mixed paper in recycling containers labeled **mixed paper**. Recycling containers are often located near outdoor trash containers on your property, in a common area in your building, or in your trash room. Check with your property manager if you have any questions.

Businesses:

All mixed paper can be placed in appropriate recycling containers labeled **mixed paper** that are provided by your business or property manager. Some businesses may separate paper by type, so be sure to follow the instructions provided by your business.



Follow these rules when recycling this material:



Shred and Recycle Confidential Papers



All Clean and Dry Paper is Recyclable



No Napkins, Paper Towels, or Tissues



No Plastic Packaging, Plastic Wrap or Styrofoam™



No Plastic Bags



No Contaminated Paper or Cardboard*

* Contaminants include food, paint, chemicals, kitty litter, etc.

Mixed Paper. Recycle More Now.

Recycling is the Law.

**Executive Regulation 15-04AM
requires recycling of
Mixed Paper.**

How can I safely recycle my confidential business documents and personal mail especially bank or credit card statements?

Shredding these documents before recycling them is an easy way to prevent identity theft and make sure confidential business or personal information is not disclosed. Shredded paper may be placed directly in recycling bins labeled for mixed paper in your office, or at your apartment or condominium, and in your blue wheeled cart at home. Please place shredded paper in paper bags instead of plastic bags to prevent shredded paper from blowing around causing litter and to ensure no contamination of paper for recycling.

What types of paper cannot be recycled?

Any item(s) including carbon paper, paper or cardboard contaminated by paint, food, chemicals, kitty litter, etc., and paper towels, napkins, and/or tissues cannot be recycled. Plastic bags and packing material such as Styrofoam™/polystyrene should not be placed in your mixed paper recycling bin.

What should I do if I don't have a mixed paper recycling container?

If you live in a single-family home, please visit montgomerycountymd.gov/recycling or call (240) 777-6410 and order a wheeled cart, which will be delivered to your home. Residents of apartments and condominiums should check with their property manager. For your workplace, check with your supervisor or your property manager. Businesses can order desk-side recycling bins by calling the Division of Solid Waste Services (DSWS) at (240) 777-6437.

Did you know?

Recycling one ton of paper saves 17 trees. Recycle more now.



Help Reduce Waste

Reducing the amount of paper generated by residents and businesses is easy. Check if the product can be used again before discarding it. For example; instead of throwing away office paper that is only used on one side, flip it over and use the other side to print on. Use interoffice envelopes or reuse padded ones as appropriate. You can even reuse wrapping paper or use newspapers to wrap gifts. Reusing cardboard boxes for storage or mailing is another quick way to reduce waste and preserve resources. Doing these simple things will help reduce the amount of paper generated and also save you money. Another option is to buy products that do not have excess packaging. Also, buy items in bulk to reduce the amount of materials that must be disposed.

Close the Loop—Buy Recycled

There are plenty of recycled paper products you can purchase to help close the recycling loop. Many local grocery, office supply and hardware stores sell recycled paper products such as envelopes, computer paper, tablets, etc. Also, building materials such as counter tops can be made with recycled paper as well.




Office Paper
and Supplies



Paper Towels, Tissues
and Toilet Paper

How do I know if I am buying products made from recycled materials and where do I find them?

Look for the “made with recycled-content” symbol . When it is on a package, you can be sure that the product is made with recycled materials. Recycled products are available from many sources including grocery, department, and hardware stores, so it is not necessary to shop at a specialty store to find them.



For more information, contact:

Montgomery County, Maryland • Division of Solid Waste Services

101 Monroe Street, Sixth Floor • Rockville, Maryland 20850

Web Site: www.montgomerycountymd.gov/recycling

Phone: 240-777-6480 • Fax: 240-777-6465



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Scrap Metal



What is considered scrap metal?

Any non-ferrous or ferrous item that is predominantly metal is considered scrap metal. Ferrous items are metals made of iron and/or steel. Non-ferrous items include all metal items that are not iron or steel, such as aluminum, copper, lead, zinc, nickel, titanium, cobalt, chromium, and other precious metals.

What types of scrap metal can be recycled?

If you live in a single-family home or in an apartment or condominium, old, unused and/or unwanted appliances including washers, dryers, refrigerators, and sinks can be recycled; other items include lawnmowers, cabinets, doors, metal shelving, metal sheds, old tools (such as wrenches), aluminum lawn chairs, iron furniture, swing sets, or old toys. Metal piping and fences are also recyclable.

Some scrap metal items that can be found at your workplace that are recyclable include: metal waste baskets, filing cabinets, metal staplers, metal hole punches, desks, and chairs.

How do you recycle this product?

Residents of Single-Family Homes:

Montgomery County offers a scrap metal recycling collection program to residents of single-family homes. Curbside scrap metal collections are made on your recycling day by a special truck. These collections must be scheduled one-day in advance on-line at the County Web site or by calling the Division of Solid Waste Services (DSWS) Customer Service Line at 240-777-6410. Then, simply place your metal item(s) at curbside by 7:00 a.m. on your scheduled recycling pick-up day.

Multi-Family Properties:

Check with your property manager for the location of any on-site scrap metal recycling containers or for any specific recycling procedures. Multi-Family properties may contract with private scrap metal dealers for collection or may self-haul scrap metal to the Montgomery County Solid Waste Transfer Station.

Businesses:

Check with your recycling coordinator, facility manager, or property manager. Businesses may contract collection service with a private scrap metal dealer or may self-haul scrap metal to the Montgomery County Solid Waste Transfer Station.



Follow these rules when recycling this material:



Items Must be less than
8 Feet Long for
Single-Family Collection



Doors Must be
Removed from
Refrigerators/Freezers



No Vehicles,
Automotive Parts or
Engine Blocks



No Rust
No Concrete



No Paint Cans



No Propane/Oxygen
Tanks or Other
Pressurized Containers

Scrap Metal

Recycling is the Law.

**Executive Regulation 15-04AM
requires recycling of
Scrap Metal.**

Are there any scrap metal items that can't be recycled?

Montgomery County does not accept vehicles, automotive parts, paint cans, and/or any metal item(s) with its contents under pressure, such as oxygen or propane tanks.

How does recycling scrap metal help the environment?

Recycling scrap metal helps prevent air and water pollution and saves precious natural resources and energy.

Where is the County Solid Waste Transfer Station and what is the process for scrap metal recycling?

The Montgomery County Solid Waste Transfer Station is located at 16101 Frederick Road, Derwood, MD 20855.

Residents and businesses in Montgomery County who self-haul, can bring scrap metal items for recycling at no cost from Monday through Saturday, 7:00 a.m. to 5:00 p.m.

Special note for Multi-Family Properties and Businesses:

Ensure that any on-site construction/demolition project includes provisions for recycling of scrap metal items such as wiring, rebar, piping, metal fencing, etc. Call the Division of Solid Waste Services for information.

Help Reduce Waste

Besides recycling old, unused, and/or unwanted scrap metal items, consider donating these to a worthy cause. For example: donate your bicycle and/or automobile to a charitable organization.

Close the Loop

Scrap metal can be recycled and made into a wide variety of new products for use in your home or in your office. Some of these products include new appliances, automobiles, bed frames, cooking pots, office equipment, furniture, electrical wiring, locks, door knobs, file cabinets, metal shelving, and tools.



Office Products
& Supplies




Construction
Materials & Tools



Indoor & Outdoor
Furniture

How do I know if I am buying products made from recycled materials and where do I find them?

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Yard Trim

What is yard trim?

Primarily found outside on your property, yard trim consists of leaves, grass, brush, and other garden trimmings. Other items found within residences and businesses that can also be considered yard trim are flowers, greenery, and Christmas trees.

How do you recycle this product?

Residents of Single-Family Homes:

All grass, leaves, garden trimmings, and brush are recyclable.

Grasscycling and **composting** are easy and the most cost-effective, time-reducing, value-added ways to recycle your yard trim. These methods reduce the time required to bag grass and leaves, and money spent on bags, and in the end, will give your lawn a healthier look and feel. If grasscycling and composting are not available options, yard trim must be properly bundled, bagged or placed in a reusable container (such as a plastic or metal container, which must be appropriately labeled) at curbside on your designated recycling day by 7:00 a.m. For proper bundling and bagging procedures, visit the Division of Solid Waste Services (DSWS) Web site at www.montgomerycountymd.gov/recycling.

Multi-Family Properties:

Property managers are responsible for recycling grass, leaves, garden trimmings, and brush collected on-site. Work with your landscaping contractor or on-site staff to ensure that these items are properly recycled by grasscycling or composting. Property managers are also responsible for providing on-site recycling service for their residents' Christmas trees. Call your property management office for details. Multi-Family properties may self-haul their yard trim to the Yard Trim area at the Montgomery County Solid Waste Transfer Station.

Businesses:

Owners and managers of small, medium, and large businesses, as well as property owners of commercial properties, are also responsible for recycling yard trim. Work with your landscaping contractor or on-site staff to ensure that these items are being properly recycled on-site by grasscycling or composting. Businesses may self-haul their yard trim to the Yard Trim area at the Montgomery County Solid Waste Transfer Station.



Follow these rules when recycling this material:



Try Grasscycling or Composting Instead



Use Reusable Containers Clearly Labeled for Yard Trim



Each Container, Bundle, or Bag CANNOT exceed 45 lbs.



Use Paper Bags or Bundle & Tie with Twine



No Plastic Bags



Remove All Decorations, Garland, and Lights from Christmas Trees

Yard Trim

Recycling is the Law.

**Executive Regulation 15-04AM
requires recycling of
Yard Trim.**

Does recycling yard trim make a difference?

Recycling of yard trim and Christmas trees is required under Montgomery County Executive Regulation (ER) 15-04AM. Recycling yard trim helps our environment. Recycling yard trim prevents erosion, slows runoff from rain and melting snow, and traps sediments and chemicals before they enter our streams and waterways, thus reducing pollution.

What other items can be recycled besides leaves, grass, and brush?

After the holiday season is over, the County collects **Christmas trees** from single-family homes for recycling into high-quality mulch. Collection begins in late December and continues until early February. Residents of apartments or condominiums and businesses should check with their property manager or business for specific recycling instructions for Christmas trees.

Why should we grasscycle?

With the increasing amount of yard waste being collected by the County, it is becoming more and more difficult to process yard waste at local facilities. Excess yard waste has to be shipped to other facilities, costing the County more money. Recycling your yard trim at home and work will not only benefit you by saving money on fertilizers but it will also benefit the County by saving money on transportation fees and other costs associated with processing these materials.



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Help Reduce Waste

Grasscycling - Grasscycling is a means of fertilizing your property by leaving grass clippings cut during the mowing process on the lawn. Using a mulching mower can simplify this process. When a lawn is properly cut (i.e. no shorter than one-third of the blade when mowing), the grass clippings are virtually undetectable and return to the lawn keeping it green and healthy without the need for chemicals.

Composting - Composting is an easy process of turning leaves and grass into a nutrient-filled soil conditioner. Simply pile leaves and grass clippings (any time of the year) in a designated location or in a compost bin, making certain to turn, fluff, and aerate the compost pile occasionally. To avoid odors, mix in straw or wood chips. When the compost is dark brown-black, crumbly and sweet smelling, it is ready to spread over your lawn and/or garden.


How can I get a compost bin? - Visit our Web site at www.montgomerycountymd.gov/recycling for a list of locations where Montgomery County residents and businesses can get a compost bin at no cost.

Close the Loop

Just like buying recycled paper or steel products, there are a variety of recycled yard trim products available at gardening supply stores in your area. Yard trim collected by the County is brought to a local composting facility, processed, and resold as soil conditioner for lawns and gardens. Look for "LeafGro" and "ComPro" at participating Maryland retailers.



How do I know if I am buying products made from recycled materials and where do I find them?

Look for the "made with recycled-content" symbol . When it is on a package, you can be sure that the product is made with recycled materials. Recycled products are available from many sources including grocery, department, and hardware stores, so it is not necessary to shop at a specialty store to find them.



Yard Trim



Christmas trees, grass, leaves, and brush

For details go to our website.

Scrap Metal



Large scrap metal items, including household appliances and other metal items

To schedule a scrap metal pick up, call 311.



Recycle More Now!

It's easy! Just place your recyclable materials in the correct containers.

Commingled Materials



Now Recyclable



#1 PET Thermoform plastic packaging such as plastic clamshell containers, trays, deli containers, lids, domes, and cups



Non-hazardous aerosol cans



Plastic durable reusable containers and lids



Plastic flower pots, buckets, pails, jars, containers, tubs, and lids



Plastic bottles and caps



Glass bottles and jars



Bi-metal steel/tin cans



Aluminum cans and foil products

Mixed Paper



Wax-coated milk/juice cartons, drink boxes, and produce and frozen food boxes



Hardback, paperback, and telephone books



Newspapers and inserts



White and colored paper, and shredded paper



Unwanted mail and envelopes



Magazines and catalogs



Corrugated cardboard and paperboard boxes

For a complete list of items we accept, go to www.montgomerycountymd.gov/recycling or call 311.

Need a recycling container? We Deliver!

To order a bin, call 311 or go to www.montgomerycountymd.gov/311 • To order a cart, call 311 • TTY: 711



Montgomery County
Division of Solid Waste Services
101 Monroe Street, 6th Floor
Rockville, Maryland 20850

PRESORTED
U.S. POSTAGE
PAID
ROCKVILLE, MD
PERMIT NO. 138

Now you can recycle even more materials in Montgomery County!



Bakery Trays and Cake Domes



Clamshell Containers



Cups



Deli Trays and Containers



Fruit & Vegetable Containers and Baskets



Tubs and Lids

 **Recycle more. Recycle today.**

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 Printed on recycled and recyclable paper.



Waste Reduction

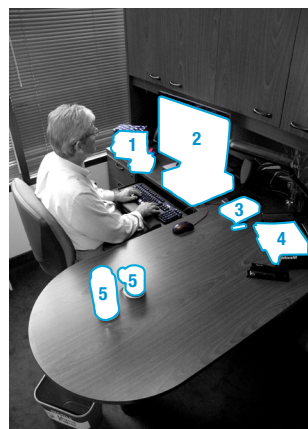
What is Waste Reduction?

Waste reduction is an effort to decrease the amount of waste generated. The best way to reduce waste is not to create it in the first place. If waste is prevented, there is no need or cost for collection, processing, and disposal. Reducing waste is important because doing so conserves valuable natural resources and protects the environment, benefiting us, our children, and future generations. Waste reduction is the preferred method of solid waste management and goes a long way toward protecting the environment. It is also important to reuse and recycle whenever possible in the workplace. The three R's of managing solid waste (Reduce, Reuse and Recycle) all play a role in your business' efforts to save money by reducing purchasing costs, as well as costs associated with the collection and disposal of excess waste.

It's Easy to Reduce Waste at Work!

Montgomery County residents and businesses generated over one million tons of waste last year. Since the most important step to reducing waste is being a thoughtful consumer, you can help to reduce the amount of waste generated in Montgomery County by changing your purchasing processes. Before purchasing an item for work, consider if the item can be reused or if there is a less wasteful alternative. Providing employees with greener options in the workplace can really make a difference and help the environment. In this brochure, you will find some simple ways to reduce the amount of waste generated in your place of business.

Key to Waste Reduction Tips on the Cover



(clockwise)

1. **Reusable lunch bags** eliminate the use of plastic and paper bags.
2. **Emails** reduce paper use.
3. **Digital storage** saves paper.
4. Use **reusable folders** for files.
5. **Reusable bottles and mugs** eliminate disposable paper and Styrofoam® cups.



Montgomery County, Maryland
Division of Solid Waste Services

Waste Reduction and Recycling Section

101 Monroe Street, 6th Floor
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www.montgomerycountymd.gov/recycling
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Reducing Paper Usage in Your Workplace

Saving paper goes a long way in reducing waste. Montgomery County's most recent waste composition study found that 17 percent of all waste disposed of in Montgomery County includes recyclable mixed paper. Here are some great ways to reduce paper use in the first place at your workplace, desk, or in your office.

- Send emails instead of printing memos for employees to read.
- Post notices in common areas instead of printing and distributing individual copies to employees.
- Use digital storage devices such as external hard drives and flash drives to reduce the need for printing and filing paper copies.
- Use electronic, web-based forms for timesheets and invoices.
- Use file sharing systems to transfer and share information.
- Buy supplies and office products in bulk to reduce packaging.
- Use reusable plastic file folders instead of disposable paper file folders.



Reducing Waste at Meetings

You can also reduce the amount of waste generated during meetings and presentations. Reducing excess handouts and disposable food and drink items during meetings can have a significant impact on your waste reduction efforts.

- Hold conferences online or use projectors to reduce meeting handouts.
- Use dry-erase boards instead of paper easels.
- Use water filters, pitchers, and coolers instead of purchasing water in single-use plastic bottles for meetings.
- Provide reusable utensils and dishes for food served at meetings instead of disposable paper, plastic, or Styrofoam® plates, cups, and utensils.
- Distribute presentations and materials by disk or email, and use laptops or tablets to take notes.

Minimize Kitchen Waste at Work

By providing employees with reusable options in the kitchen, you can reduce the amount of waste generated at work even more. This simple action can drastically reduce disposal costs and create a cleaner working and eating space for you and your coworkers.

- Provide employees with ceramic mugs for their beverages to reduce the use of paper and Styrofoam® cups at work.
- Provide a water cooler to reduce individual single-use water bottles.
- Pack lunch in a reusable or insulated lunch bag.
- Bring food items in reusable containers that can be washed after use instead of using plastic bags or wrap.
- Use cloth napkins and hand towels instead of disposable paper products.



For more information on how to reduce waste in Montgomery County, visit www.montgomerycountymd.gov/recycling.

If You Can't Reduce, Be Sure to Recycle

Of course, not every item you buy can be reused. It's important to look for products that are recyclable or have a type of packaging that can be recycled in Montgomery County. Here are some common workplace and office items that are recyclable:

- Corrugated cardboard and paperboard boxes
- Computer and office paper, including white, colored, and shredded paper
- Magazines and catalogs, newspapers and inserts
- Envelopes with or without plastic windows
- Coated paper, including milk/juice cartons, drink boxes, and produce and frozen food boxes
- Bi-metal (steel/tin) and aluminum cans and foil products
- Empty, non-hazardous aerosol cans
- Glass bottles and jars
- Plastics including bottles, pails, jars, tubs, containers, lids, caps, and #1 PET thermoform packaging such as plastic clamshell containers, trays, deli containers, lids, domes, and cups
- Plastic durable/reusable containers and lids
- Christmas trees, grass, leaves, garden trimmings, and brush
- Scrap metal items
- Ink and toner cartridges (look for toner cartridge recycling companies that will take empty ink and toner cartridges for recycling)



Tip: Use shredded paper for packaging materials and reusable totes for storage.



Waste Reduction Is All Around Us

What is Waste Reduction?

Waste reduction is an effort to decrease the amount of waste generated. The best way to reduce waste is not to create it in the first place. If waste is prevented, there is no need or cost for collection, processing, and disposal. Reducing waste is important because doing so conserves valuable natural resources and protects the environment, benefiting us, our children, and future generations. Children in your home will also learn from your example and carry your important waste reduction habits with them into their own homes. Waste reduction is the preferred method of solid waste management and goes a long way toward protecting the environment. It is also important to reuse and recycle whenever possible at home. The three R's of managing solid waste (Reduce, Reuse and Recycle) all play a role in helping you save money at home while protecting the environment.

It's Easy to Reduce Waste at Home!

Montgomery County residents and businesses generated over one million tons of waste last year. You can help to reduce the amount of waste generated in Montgomery County by reusing and recycling certain items around your house. Perhaps the most important step to reducing waste is being a thoughtful consumer. Before purchasing an item at the store, consider if the item can be reused or if there is a less wasteful alternative. Purchasing greener options for your home can really make a difference and help the environment. It is also important to reuse items whenever possible. In this brochure, you will find some simple ways to reduce the amount of waste generated in your home.

Key to Waste Reduction Tips on the Cover



(clockwise)

1. **Reusable plates, containers, and utensils** reduce waste.
2. Use **refillable pitchers** instead of buying bottled water.
3. **Buy in bulk** to reduce packaging.
4. Use **cloth napkins** instead of disposable paper products.
5. **Reusable bags** eliminate the need for paper and plastic bags.



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Shopping Tips

Waste reduction starts at the store. Learning how to be a thoughtful consumer will help reduce the amount of waste you produce at home significantly.

- Buy in bulk or concentrated forms of products such as detergent and liquid soap to reduce packaging.
- Avoid purchasing individually wrapped products such as sliced cheese.
- Use water filters and refillable pitchers instead of purchasing bottled water.
- Use cloth and reusable shopping bags to reduce paper and plastic bags. Plastic bags can be recycled at most local grocery stores. Paper bags can be recycled along with other mixed paper.
- Buy durable and reusable products instead of disposable items whenever possible.
- Choose rechargeable batteries instead of single-use disposable batteries.



Minimize Kitchen Waste at Home

By using reusable containers, you can reduce the amount of waste generated in your home substantially. This simple action can drastically reduce disposal costs, saving you money.

- Use ceramic mugs for your beverages.
- Use refillable pitchers instead of buying bottled water.
- Pack lunch in a reusable or insulated lunch bag.
- Store food items in reusable containers that can be washed and reused.
- Use cloth napkins and hand towels instead of disposable paper products.
- Use silverware and reusable utensils.

General Tips for Home

Whether you are performing routine maintenance and upkeep or planning a substantial home improvement, there are many ways to reduce waste throughout the entire process.

- Reuse glass jars or use plastic containers to store nails, screws, craft supplies, and other small items to reduce waste.
- Use the back side of paper when taking notes and making To-Do lists.
- Rent, share, or borrow infrequently used items instead of purchasing them.
- Don't buy excessive amounts of paint. Buying the right amount of paint for the job reduces waste.
- Grasscycle (leave grass clippings on the lawn when you mow) or compost yard trim materials in your backyard. Finished compost can be used instead of purchasing commercial lawn products.
- Reduce unwanted mail by removing your name from mailing lists.



For more information on how to reduce waste in Montgomery County, visit www.montgomerycountymd.gov/recycling.

If You Can't Reduce, Be Sure to Recycle

Of course, not every item you buy can be reused. It's important to look for products that are recyclable or have a type of packaging that can be recycled in Montgomery County. Here are some common items in your home that are recyclable:

- Corrugated cardboard and paperboard boxes
- White, colored, and shredded paper
- Paperback, hardcover, and telephone books
- Magazines and catalogs, newspapers and inserts
- Unwanted mail and envelopes with or without plastic windows
- Coated paper, including milk/juice cartons, drink boxes, and produce and frozen food boxes
- Bi-metal (steel/tin) and aluminum cans and foil products
- Empty, non-hazardous aerosol cans
- Glass bottles and jars
- Plastics including bottles, pails, jars, tubs, containers, lids, caps, and #1 PET thermoform packaging such as plastic clamshell containers, trays, deli containers, lids, domes, and cups
- Plastic durable/reusable containers and lids
- Christmas trees, grass, leaves, garden trimmings, and brush
- Scrap metal items





Waste Reduction Is All Around Us

What is Waste Reduction?

Waste reduction is an effort to decrease the amount of waste generated. The best way to reduce waste is not to create it in the first place. If waste is prevented, there is no need or cost for collection, processing, and disposal. Reducing waste is important because doing so conserves valuable natural resources and protects the environment, benefiting us, our children, and future generations. Waste reduction is the preferred method of solid waste management and goes a long way toward protecting the environment. It is also important to reuse and recycle whenever possible at school. The three R's of managing solid waste (Reduce, Reuse and Recycle) all play a role in protecting the environment while you're providing or receiving a great education.

It's Easy to Reduce Waste at School!

Montgomery County residents and businesses generated over one million tons of waste last year. Since the most important step to reducing waste is being a thoughtful consumer, you can help to reduce the amount of waste generated in Montgomery County by changing your purchasing processes. Before buying school supplies or other items, consider if the item can be reused or if there is a less wasteful alternative. Purchasing greener options for school can really help make a difference and help the environment. In this brochure, you will find some simple ways for teachers, students, and staff to reduce the amount of waste generated at school.

Key to Waste Reduction Tips on the Cover



(clockwise)

1. Use **bulletin boards** to post announcements to reduce handouts.
2. **Computers and projectors** save on printing and paper.
3. **Reusable lunch containers and water bottles** reduce waste.
4. **Sturdy backpacks** last longer and save money.
5. **Mechanical pencils** save trees.



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Reducing Paper Use in the Classroom

Saving paper goes a long way in reducing waste. Montgomery County's most recent waste composition study found that 17 percent of all waste disposed of in Montgomery County includes recyclable mixed paper. Here are some great ways for students, faculty, and staff to help minimize waste by reducing paper use at school.

- Use computers and projectors for assignments and notes instead of printing handouts to decrease paper purchased and used.
- Use digital storage devices such as external hard drives and flash drives to reduce the need for printing and filing paper copies.
- Use electronic forms for student permission slips and other information.
- Maintain electronic school records, and use online or electronic testing.
- Use file sharing systems to transfer and share information.
- Use dry-erase boards and bulletin boards to reduce printing paper handouts.
- Distribute assignments by disk or email, and use laptops or tablets to take notes.
- Use the front and back side of paper.
- Use reusable plastic folders instead of disposable paper folders.



Minimizing Waste beyond the Classroom

By providing and encouraging students to use greener options in the cafeteria, library, and restrooms, you can reduce the amount of waste generated in school even more. Smart purchases can also save your school money by reducing collection and disposal costs for excess materials. Here are some tips for teachers, staff, and students to reduce waste throughout your school.

Tips for Teachers and Staff:

- Buy school supplies in bulk to reduce packaging.
- Buy durable and reusable supplies instead of disposable items whenever possible.
- Invest in digital media in libraries, including purchasing online and e-books to reduce paper.
- Use reusable cafeteria trays, plates, glasses, flatware, and containers for school lunches whenever possible.
- Install energy-efficient hand driers to reduce the amount of paper hand towels purchased and eliminate waste in restrooms.

Encourage Students to:

- Use a refillable water bottle and thermos for school instead of purchasing bottled water or beverages.
- Use a reusable or insulated lunch bag to pack lunch from home.
- Bring food items in reusable containers that can be washed and used again.
- Use cloth napkins instead of disposable paper products.
- Buy mechanical pencils, sturdy backpacks, and durable school supplies to reduce waste.
- Donate used school supplies to charitable organizations.



For more information on how to reduce waste in Montgomery County, visit www.montgomerycountymd.gov/recycling.

If You Can't Reduce, Be Sure to Recycle

Of course, not every item we buy can be reused to reduce waste. It's important to look for products that are recyclable or have a type of packaging that can be recycled in Montgomery County. Here are some common items at school that are recyclable:

- Corrugated cardboard and paperboard boxes
- Computer and office paper, including white, colored, and shredded paper
- Magazines and catalogs, newspapers and inserts
- Envelopes with or without plastic windows
- Coated paper, including milk/juice cartons, drink boxes, and produce and frozen food boxes
- Bi-metal (steel/tin) and aluminum cans and foil products
- Empty, non-hazardous aerosol cans
- Glass bottles and jars
- Plastics including bottles, pails, jars, tubs, containers, lids, caps, and #1 PET thermoform packaging such as plastic clamshell containers, trays, deli containers, lids, domes, and cups
- Plastic durable/reusable containers and lids
- Christmas trees, grass, leaves, garden trimmings, and brush
- Scrap metal items
- Ink and toner cartridges (look for toner cartridge recycling companies that will take empty ink and toner cartridges for recycling)



Waste Reduction Is All Around Us



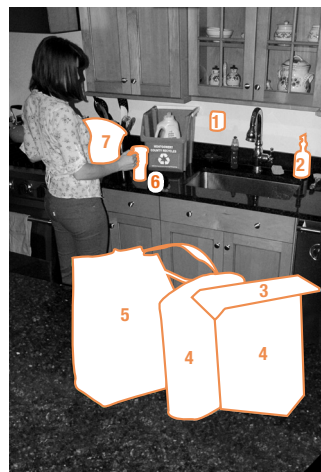
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It's Easy to Reduce Waste in Your Apartment!

Montgomery County residents and businesses generated over one million tons of waste last year. You can help to reduce the amount of waste generated in Montgomery County by reusing and recycling certain items around your apartment or condominium. Perhaps the most important step to reducing waste is being a thoughtful consumer. Before purchasing an item at the store, consider if the item can be reused or if there is a less wasteful alternative. Purchasing greener options for your apartment or condominium can really make a difference and help the environment. It is also important to reuse items whenever possible. In this brochure, you will find some simple ways for both residents, property managers, and staff to reduce the amount of waste generated at apartments and condominiums.

Key to Waste Reduction Tips on the Cover



(clockwise)

1. Use **rechargeable batteries** instead of single-use disposable batteries.
2. Buy liquid soap in larger containers and **refill smaller containers** around your home.
3. Use **reusable cloths** instead of disposable paper products.
4. **Buy in bulk** to reduce packaging.
5. **Reusable bags** reduce the need for paper and plastic bags.
6. **Reusable mugs** eliminate the use of disposable cups.
7. Use **refillable pitchers** instead of buying bottled water.



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For Multi-Family Residents:

Shopping Tips

Waste reduction starts at the store. Learning how to be a thoughtful consumer will help reduce the amount of waste you produce significantly.

- Buy in bulk or concentrated forms of products such as detergent and liquid soap to reduce packaging.
- Avoid purchasing individually wrapped products such as sliced cheese.
- Use water filters and refillable pitchers instead of purchasing bottled water.
- Use cloth and reusable shopping bags to reduce paper and plastic bags. Plastic bags can be recycled at most local grocery stores. Paper bags can be recycled along with other mixed paper.
- Buy durable and reusable products instead of disposable items whenever possible.
- Choose rechargeable batteries instead of single-use disposable batteries.

Minimize Kitchen Waste in Your Apartment

By using reusable containers, you can reduce the amount of waste generated in your apartment or condominium substantially. This simple action can drastically reduce disposal costs, saving you money.

- Use ceramic mugs for your beverages.
- Use refillable pitchers instead of buying bottled water.
- Pack lunch in a reusable or insulated lunch bag.
- Store food items in reusable containers that can be washed and reused.
- Use cloth napkins and hand towels instead of disposable paper products.
- Use silverware and reusable utensils.

For Multi-Family Property Managers:

Reducing Waste in Your Community

Saving paper goes a long way in reducing waste. Montgomery County's most recent waste composition study found that 17 percent of all waste disposed of in Montgomery County includes recyclable mixed paper. Be sure mixed paper and cardboard is being recycled in your community. Here are some great ways to reduce paper use in your community.

- Post notices in common areas or on a community website, or send emails instead of distributing individual copies to residents.
- Use digital storage devices such as external hard drives and flash drives to reduce the need for printing and filing paper copies.
- Use file sharing systems to transfer and share information.
- Use electronic forms for resident information and rental paperwork.
- Purchase office and cleaning supplies in bulk to reduce packaging.



For more information on how to reduce waste in Montgomery County, visit www.montgomerycountymd.gov/recycling.

If You Can't Reduce, Be Sure to Recycle

Of course, not every item you buy can be reused. It's important to look for products that are recyclable or have a type of packaging that can be recycled in Montgomery County.

Here are some common items that are recyclable:

- Corrugated cardboard and paperboard boxes
- White, colored, and shredded paper
- Paperback, hardcover, and telephone books
- Magazines and catalogs, newspapers and inserts
- Unwanted mail and envelopes with or without plastic windows
- Coated paper, including milk/juice cartons, drink boxes, and produce and frozen food boxes
- Bi-metal (steel/tin) and aluminum cans and foil products
- Empty, non-hazardous aerosol cans
- Glass bottles and jars
- Plastics including bottles, pails, jars, tubs, containers, lids, caps, and #1 PET thermoform packaging such as plastic clamshell containers, trays, deli containers, lids, domes, and cups
- Plastic durable/reusable containers and lids
- Christmas trees, grass, leaves, garden trimmings, and brush
- Scrap metal items

