

**Thank you for donating your time and energy at Recycle Livingston.  
We truly appreciate your assistance caring for our planet.**

**For Everyone's safety on site, the following requirements must be followed:**

- \*Please come into the office and sign in and put on a safety vest and gloves**
- \*Water and refreshments are in the office and on site – please stay hydrated**
- \*Restroom is available in the office**
- \*You must wear closed toe shoes (no flip/flops, sandals, etc.)**
- \*Come dressed for the weather – rain coats are available in the office if needed**
- \*All people coming to recycle must remain in their vehicles while volunteers unload their vehicles**
- \*If you have questions, the greeter and/or site manager is available on site**
- \*Recycle Livingston will inform volunteers of any required mandates that may be in effect**

**Here is a list of materials that are accepted for recycling and where material should be placed:**

**CARDBOARD compactor**

**Includes:**

- corrugated cardboard
- brown paper bags
- gray board, like cereal boxes.
- Gray paper egg crates

**CAUTION: white board boxes go in with mixed paper, newspaper goes in a separate cardboard bin next to mixed paper**

**MIXED PAPER compactor**

**Includes:**

- magazines, junk mail
- office paper, envelopes
- shredded paper
- hard bound and paperback books

**CAUTION: do not put spiral bindings, plastic dividers or covers (or plastic of any kind) in with mixed paper**

**Rule of thumb: If a box is ripped open, brown/gray inside goes with cardboard, white inside goes with mixed paper**

**#1 PLASTIC compactor**

**Includes most water bottles, plastic mayonnaise containers, etc.**

**CAUTION: #5 plastic looks like #1 but is not the same and contaminates the collection. If you're not sure it's a # 1, don't include it.**

**#2 PLASTIC compactor**

**Includes milk jugs, many laundry soap containers,**

**CAUTION: If you're not sure it's #2, don't include it.**

**STYROFOAM (expanded polystyrene, EPS) bin**

**Includes meat trays, foam cups, formed Styrofoam packing, foam egg crates.**

**CAUTION: EPS is rigid. Flexible and soft sheet and formed packing is similar but cannot be recycled with EPS. Neither can building insulation board, like Dow blue board, please don't include it.**

**NEWSPAPER Gaylord box**

**Please include only standard newsprint paper and newspaper inserts. Magazines, envelopes, etc. need to go with mixed paper.**

**METAL bins-steel and aluminum**

**Includes most metal: food and beverage cans, all steel, aluminum and copper. Aluminum is non-magnetic and should be kept separated from magnetic metals.**

**GLASS bin for clear, shopping cart for colored**

**Colored glass (green, brown, blue) is separated from clear glass. All caps and rings around glass need to be removed. Food container glass accepted only; Mirrors, plate glass, drinking glasses are not accepted.**

**CLOTHING**

**Useable and non-usable cloth type materials are accepted; however, must be clean. Shoes in good condition are also accepted. No high heels, sandals, flip flops, etc.**

**BATTERIES**

**Batteries are accepted at the greeter's station. Lithium and 9 volts require clear packing tape on terminals.**

**ELECTRONICS/TELEVISIONS**

**These materials require additional fees to have them recycled. Check with the greeter to make sure the fee has been collected and ask the site manager on duty for assistance unloading.**

**LATEX PAINT**

**Only latex paint is accepted for recycling. No oil-based products, stains, etc. Again, there is an additional fee and verify the greeter has collected the fee.**

**VHS/CASSETTE TAPES/DVD/CD material accepted at the office only. Documents for shredding must also be sent up to the office. Mention that there is also an additional fee to get such items recycled.**

**Items that are not recyclable need to be returned to the customer with an explanation of why the material is not acceptable. The greeter has brochures explaining what we accept and how it should be prepared. If you have questions about the material or do not feel comfortable returning the material to the customer, please feel free to reach out to another volunteer, greeter, or site manager.**