

# PAPER SORTING

## ACCEPTED

### WHITE PAPER

(This is pure white paper with minimum color print)

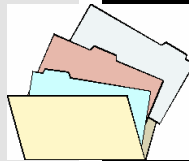
White copy paper, White printer paper  
Green bar computer paper



### OFFICE PAPER

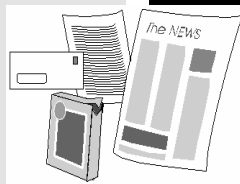
(Light or pastel colors only)

White or colored ledger (ruled)  
Computer printout (continuous feed)  
Office envelopes without windows  
Adding machine tape, pastel Post-it Notes  
Typing paper, Manila file folders  
Bond paper (letterhead, resume, business cards)  
Invoices, Business forms (carbonless pastel copies)  
Bank checks, Greeting cards, Blue prints



### MIXED PAPER

Junk mail, Envelopes with windows  
Colored paper, Shredded paper  
Magazines, Catalogs, Calendars  
Fluorescent or bright Post-it note paper  
Construction paper  
Copy paper ream wrap  
Kraft paper envelopes (with metal fastener)  
Hanging file folders (REMOVE metal hanger!)  
Non-corrugated single-ply cardboard  
(cereal boxes, Kleenex boxes, paper towel tubes, shoe boxes)  
Gift wrap and gift tissue paper (non-metallic)  
Soft-back books (paperback novels)



### NEWSPAPER

Newspaper  
Advertisement 'slicks' that come with paper  
Packing paper (newspaper without print)



### CARDBOARD

Corrugated (shipping boxes)  
Brown paper bags (brown lunch bags or grocery bags)  
Kraft paper inserts from newspapers



### OTHER

Phonebooks are collected during special events

## NOT ACCEPTED

No colored paper  
No color photos  
No heavy card-stock paper

No fluorescent or bright-colored paper  
(e.g., Astro-bright)

No stickers  
No phone books  
No hard-back books  
No wax paper  
No wax-coated paper  
No food-contaminated paper  
No bathroom or facial tissue stuck to cardboard  
No paper towels or paper napkins  
No egg cartons (molded pulp board)

No Kraft paper inserts (heavy brown or white paper used to separate 'slick' advertisements) — please separate

No food or oil stained material  
No pizza boxes  
No wax-coated material

**Placitas Recycling Center**

*A community that cares  
to leave less behind*



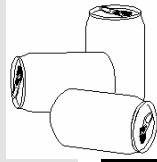
**HOURS OF OPERATION:**  
Every Saturday from 8am to 11am

<http://www.placitasrecycle.org/>

# ACCEPTED

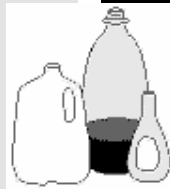
## METALS

Aluminum cans (crush if possible)  
Foil food containers (Clean!)  
Scrap aluminum



## PLASTICS

#1 plastics – clear,  
green transparent  
blue transparent  
#2 plastics—translucent milk jugs



## OTHER

Ink jet printer cartridges  
Laser jet printer cartridges  
Packing 'peanuts'  
(We recycle peanuts for community use)



# NOT ACCEPTED

No aluminum foil  
No tin cans  
No hangers or wire  
No chemical, paint or aerosol cans

No plastics that are unmarked  
No #3, #4, #5, #6, #7  
Please check for the number, even if the plastic appears to be clear, as sometimes it may be #6 or other!  
No items with metal or plastic tops or spouts

No Styrofoam  
No glass  
No household hazardous waste

## Helpful Hints and Guidelines

- Please take the time to sort your material correctly.
- If you are unsure about a piece of paper - put it in mixed.
- Not all clear plastics are #1—please check the numbers!
- Please remove all caps/lids from plastic containers.
- Please rinse and drain liquid containers (milk, soda).
- Please check your newspaper for Kraft paper inserts and pull those for cardboard recycling.
- Please break down/flatten all cardboard boxes.

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