Potts & Monger Sanitation, Inc.
Recycling Collection Services

**NEWSPAPER**
Place separate from other paper in brown paper bag or bundle with only string or twine
- Once bundled or bagged, paper may be set inside recycling bin or placed next to the bin at curbside
- all newspaper inserts acceptable

**Magazines and Catalogs**
- glossy and non-glossy accepted

**Telephone Directories**
- covers do not need to be removed

**Kraft Brown Paper Bags**
- paper grocery bags

**Corrugated Cardboard**
- cardboard boxes
- pizza boxes—only if no food residue

**Paperboard (Chipboard)**
- cereal boxes
- pasta boxes
- clothing boxes
- tissue boxes

**Wet Strength Carrier Stock**
- carriers for beer and soda

**Frozen Food Boxes**
- cream colored paperboard containers used to hold frozen foods

**Junk Mail**
- brochures
- flyers
- greeting cards
- window envelopes

**Mixed Paper**
- stationery
- notebook paper
- post-it/notes
- computer paper
- typing paper
- bold envelopes

**MILK CARTONS / DRINK BOXES**
- gable top milk and juice cartons
- juice boxes

**RECYCLING COLLECTION GUIDELINES**

**Preparation of Materials**
- Non-paper materials may be mixed together inside your recycling container.
- Do not place recyclable materials in plastic bags.
- All recyclable materials should be rinsed free of food with caps/lids removed.
- Paper items must be separated from non-paper items in the following fashion:
  - Bag newspaper separately or place loose in a recycle bin with other paper items.
  - Bag all other paper product items together
- Newspaper and other paper items may be bundled and placed inside or next to bin.
- Flatten all corrugated cardboard boxes, paperboard, and wet strength carrier stock and remove any non-paper packing material.
- Cut or fold corrugated cardboard into 3’ x 3’ pieces, to fit into truck compartments. Please no food residue.
- To reduce the chances of materials being blown away on windy days, please place a paper bag of newspaper on top of the bin.

**PLASTIC**

**PET (#1) Plastic Bottles & Containers**
- 2-liter soda bottles
- plastic beverage containers
- plastic plates and trays
- plastic flower pots
- other #1 non-bottle shaped containers

**HDPE (#2) Plastic Bottles & Containers**
- laundry detergent
- milk and water bottles
- margarine tubs
- shampoo and personal care bottles
- other #2 non-bottle shaped containers

**PVC (#3) Bottles**
- health and beauty-aid bottles

**LDPE (#4) Bottles and Containers**
- ice cream tubs
- margarine tubs
- misc. dairy product containers

**PP (#5) Bottles and Containers**
- yogurt tubs
- cottage cheese tubs
- sour cream tubs
- syrup bottles
- misc. condiment bottles

**Polystyrene (#6) Plastic Containers & Packing Material**
- plastic deli containers
- yogurt cups
- cottage cheese containers

**OTHER (#7) Containers**
- Plastic 6- & 12- pack rings

**Film Plastic & Plastic Wrap**
- NO plastic bags—Please return these items to store
- NO Styrofoam or Packing Peanuts
- NO motor oil, anti-freeze, pool chemical, or other hazardous waste containers

**METAL CONTAINERS**
- Rinse clean of food or other products
- aluminum cans
- aluminum foil
- steel or tin cans
- aluminum baking trays/pie plates
- empty paint cans - lids off, must be scraped clean
- NO Gasoline Cans
- NO Aerosol Cans

**GLASS CONTAINERS**
- Rinse clean of food or other products
- Remove all caps and lids
- bottles and jars only
- brown, amber, and clear glass
- NO mirrors or window glass accepted
- NO plates, pottery, or ceramics accepted.

**General Provisions**
- There is no limit to the number of recycling containers you may set out for collection.
- Stickers are not required on recycling containers.
- Please write your address on your recycling containers to assist in recovery if lost or stolen.
- Potts & Monger has recycling toters for rent.
For Details, call us at (570) 345 - 6201