

RECYCLABLE

MIXED OFFICE PAPER



ACCEPTABLE:

- *White and colored sheets of paper*
- *Envelopes (with or without windows)*
- *Newspapers*
- *Post-it notes*
- *File folders*
- *Sets of engineering plans*
- *Pamphlets and brochures*
- *Magazines*

NOT ACCEPTABLE:

- *Packaging from copier paper reams*
- *Tissues, paper towels*
- *Cardboard (place near garbage bins in break rooms)*
- *Paper clips and binder clips (reuse instead)*

