**RECYCLING GUIDE**

**PAPER NEWSPAPERS MAGAZINES**
Include paper of all colors (tape, staples, glue, paper clips okay), envelopes (windows and labels okay), spiral-bound notebooks, file folders, phone books and milk cartons (empty and rinsed).

Do not include coffee cups, label-backing sheets, frozen food boxes, bath tissue, paper towels, or waxed cardboard boxes.

**SHREDDED PAPER**
Call your garbage and recycling company for preparation instructions.

Do not place loose in recycling container.

**CARDBOARD**
Flatten cardboard boxes.

Do not include wax-coated cardboard, take-out food containers or pizza boxes.

**PLASTIC TUBS AND BOTTLES**
Include yogurt-type containers (6 ounces or larger), rigid plant pots (4 inches or larger) and buckets (5 gallons or smaller). Rinse containers.

Do not include plastic bags, lids or take-out food containers.

**METAL CANS**
Include rinsed aluminum, tin and steel food cans, empty aerosol cans and empty, dry, metal paint cans.

Do not include metal that has plastic, food, or other non-metal materials attached.

**FOIL**
Remove food from foil. Crumple into loosely-packed balls.

Do not flatten. Do not include lids (unless they are attached to cans).

**SCRAP METAL**
Include scrap metal that is smaller than 30 inches in any direction and less than 40 pounds.

**RECYCLE GLASS SEPARATELY**

**GLASS**
Recycle glass bottles and jars in a separate container.

Do not include light bulbs, drinking glasses, or dishware.

Food-Scrap Composting: [www.portlandoregon.gov/sustainabilityatwork/compost](http://www.portlandoregon.gov/sustainabilityatwork/compost) or 503-823-7037.

Electronics, Styrofoam and other plastics: [www.oregonmetro.gov/findarecycler](http://www.oregonmetro.gov/findarecycler) or 503-234-3000.

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