

# OFFICE PAPER

## Sort it out

### YES

- ✓ Advertising flyers
- ✓ All office paper
- ✓ Cardboard boxes
- ✓ Cardboard cores less than 3 feet
- ✓ Cardboard sheets
- ✓ Catalogues, magazines & newsprint
- ✓ Clean paper of any kind
- ✓ Clean pizza boxes
- ✓ Copy paper
- ✓ Envelopes
- ✓ Envelopes: plain & window
- ✓ Hardcover & paperback books
- ✓ Junk mail
- ✓ Kraft or feed bags
- ✓ Newsprint, newsprint inserts, magazines
- ✓ Note pads
- ✓ Paper bags
- ✓ Paper folders
- ✓ Paper hanging dividers
- ✓ Paper with small clips & staples
- ✓ Press board packaging
- ✓ Printed paper
- ✓ Shredded paper
- ✓ White & coloured computer copier paper
- ✓ Writing correspondence & loose-leaf paper

### NO

- ✗ Ammunition & bullets
- ✗ Batteries
- ✗ Bear spray
- ✗ Cell phones
- ✗ Ceramics & glassware
- ✗ Clothing & textiles
- ✗ Electronic waste & appliances
- ✗ Fluorescent & lighting bulbs
- ✗ Food packaging & take-out containers
- ✗ Garbage
- ✗ Home & construction waste
- ✗ Medical & hazardous waste
- ✗ Mixed containers
- ✗ Organics
- ✗ Packaging labeled biodegradable & compostable
- ✗ Paint & paint cans
- ✗ Paper & cloth napkins
- ✗ Propane & kerosene tanks
- ✗ Soft plastics
- ✗ Solar panels
- ✗ Solvents
- ✗ Styrofoam
- ✗ Waxed items

For an itemized list of each category, refer to [www.urbanimpact.com/sort](http://www.urbanimpact.com/sort)