

## How Do I Prepare My Recyclables?

### DO:

- .....Rinse all contaminants from recyclables: food residue, cleaning fluids
- .....Squeeze the air out of **plastic** bottles and put plastic cap back on; No need to remove paper or plastic labels or plastic rings
- .....Flatten cardboard cartons
- .....No need to remove staples, paper clips or plastic windows from office paper
- .....Keep shredded paper in plastic bags (use clear or opaque if possible)
- .....Put all of your recyclables (Paper, Cardboard, Glass, Metal, Plastic) **TOGETHER** into your curbside recycling container and put it out on your designated recycling day

### DO NOT:

- .....Put plastic or metal caps back onto **glass** jars;
- .....DO NOT BREAK **glass**
- .....Mix food- or chemical-contaminated containers with other recyclables. Residue can attract vermin and insects; put hauler and processing plant employees in danger; may contaminate other material, and cause all recyclables to be trashed.
- .....Try to sneak in something that is clearly not recyclable. The resulting contamination will cause a whole load of recyclables to be trashed.
- .....Put paper or cardboard outside where it will get wet (keep in plastic or use a covered container)
- .....Use black plastic bags to store recyclables. They will be treated as trash.

**REMEMBER**—if recyclables aren't prepared properly, they're trashed!



Westmoreland Cleanways and Recycling  
128 Innovative Lane Suite 2000  
Latrobe, PA 15650-5462



## Single Stream Recycling Quick Reference Guide



KEEP AMERICA BEAUTIFUL AFFILIATE

## What Goes In.. To My Single Stream Bin???

[www.westmorelandcleanways.org](http://www.westmorelandcleanways.org)

128 Innovative Lane, Ste 2000

Latrobe, PA 15650

Phone: 724-879-4020

Fax: 724-879-8576

[info@westmorelandcleanways.org](mailto:info@westmorelandcleanways.org)

# SINGLE STREAM RECYCLING

## Quick Reference Guide



Recycling is easier than ever, thanks to Single Stream Recycling. Combine all of your recyclables in **ONE** recycling bin and put that **ONE** container out on recycling day. Just a few simple guidelines make it easier for everyone:

- NO SORTING REQUIRED
- RINSE CONTAINERS (REMOVE FOOD RESIDUE)
- KEEP PAPER DRY
- REMEMBER YOUR RECYCLING DAY!

It's estimated that up to 85% of your "trash" is recyclable. See how much you can keep out of the

**As you review this information, keep in mind:**

PLEASE recycle. Manufacturing using recycled material is cleaner and more energy efficient than using raw material. It saves energy, water, and limited natural resources.

If in doubt, call your county recycling coordinator. Many items are recyclable, just not in your curbside recycling program.

There's a proper way to dispose of just about anything. Take the time to ask.

**\*\*\*\*The information in this guide contains information specific to Westmoreland County. For information on other programs, check with your county recycling coordinator.\*\*\*\***

## What Goes In... To My Single Stream Bin?

### YES: Paper and Cardboard

Corrugated cardboard (boxes)  
Magazines  
Office Paper (all colors)  
Newspaper (B&W, color and shiny inserts)  
Paperboard (cereal boxes, aka chipboard)  
Aseptic cartons (milk cartons/juice/broth)  
Junk mail (including window envelopes)  
Telephone books

### YES: Metals

Aluminum cans  
Aluminum foil and disposable aluminum bakeware  
Steel and/or tin cans  
EMPTY aerosol cans

### YES: Glass

Clear glass (bottles and jars)  
Brown or amber glass (like beer bottles)  
Green bottles (like beer or wine bottles)

### YES: Plastics (jars, jugs, bottles, tubs)

#1 through #5  
Plastic bottle caps (left ON the bottle)

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### NO: Paper and Cardboard

Used tissues, bathroom waste, used paper napkins  
Waxed paper  
Greasy pizza boxes, fast food wrappers  
Mixed metal and paper (foil-lined Christmas paper)

### NO: Metals

Jar or can lids  
Hardware (automotive, plumbing, construction parts)  
Paint cans with wet or dried-on paint  
Electronics  
Furniture, wire coat hangers

### NO: Glass

Dirty glass (contaminated with dirt or food waste)  
Ceramics, pottery  
Heat-resistant glass (Pyrex, baking dishes)  
Sheet glass (mirror, window, automotive)  
Crystal  
Light bulbs (incandescent or fluorescent)  
Video screens (TVs, computer monitors)

### NO: Plastics

Containers that contained harsh chemicals  
Rigid plastics: children's toys, furniture, tools  
Automotive or Construction material: pipe, tubing, vinyl siding, floor mats  
# 6: expanded Polystyrene (Styrofoam) cups and dishes, grocery trays, egg cartons, packing peanuts, packing material  
#6: solid Polystyrene (CD cases, blister packs)  
Film plastic: grocery bags, dry-cleaning bags, shrink wrap, packaging wrap  
Agricultural plastic: plant pots and trays; Anything contaminated with food or dirt  
PLA (made from plants) cannot be mixed with petroleum-based plastics.

## FAQ—Can I Recycle ....??

Hardback Books: YES—The paper in many hardback books is of excellent quality for recycling; BUT, the hard cover must be removed. Putting books with hard covers in the recycling bin will cause the entire book to be landfilled.

Softback Books: YES—Leave the covers on.

Spiralbound notebooks: YES—No need to remove metal spiral unless you want to make the effort.

Shredded paper: YES—Collect and store in clear or opaque plastic bags; keep in bags and put in curbside recycling bin or neighborhood drop-off bin.

Three-ring Binders: NO—thermoplastic-covered binders cannot be recycled locally. Try finding someplace to donate them (schools, churches, non-profit offices, etc.)

Light bulbs: NO—Incandescent bulbs cannot be recycled; they must be treated as trash; Compact fluorescent and fluorescent tubes can be recycled at community collections.

**Contact Westmoreland Cleanways and Recycling for information on where to recycle hard-to-dispose items.**