

New York City Recycling Notice

New York City has a mandatory residential recycling program that requires all residents to source-separate designated materials from their waste in their homes for recycling collection by the NYC Department of Sanitation.

Residential building owners/landlords must notify residents about recycling requirements, designate an accessible recycling area, and maintain signs explaining what and how to recycle.

Residents are required to keep the following designated materials separate from regular garbage and discard them according to building management instructions in properly labeled recycling receptacles. (For more information on what to recycle, call 311 or visit www.nyc.gov/recycle).

WHAT TO RECYCLE: Paper & Cardboard

Newspapers, magazines, catalogs, white and colored paper (staples OK), mail and envelopes (window envelopes OK), paper bags, wrapping paper, soft-cover books (paperbacks, comics, etc.; no spiral bindings).

Cardboard egg cartons and trays, smooth cardboard food and shoes boxes, tubes, file folders, cardboard from product packaging), corrugated cardboard boxes.

WHAT TO RECYCLE: Metal, Glass, Plastics & Cartons (emptied and rinsed)

Metal cans (soup, pet food, empty aerosol cans, dried-out paint cans, etc.), aluminum foil wrap & trays, household wire (wire hangers, pots, tools, curtain rods, small appliances that are mostly metal, etc.) bulk metal (large metal items, such as furniture, cabinets, large appliances, etc.).

Glass bottles & jars (and no other glass items).

Plastic bottles & jugs, rigid plastic caps & lids, rigid plastic food containers (yogurt, deli, hummus, dairy tubs, "clear clamshell" containers, other plastic take-out containers), rigid plastic packaging ("blister-pak" and acetate boxes), rigid plastic housewares (crates, buckets, flower pots, furniture, toys, mixing bowls, plastic appliances, etc).

Milk cartons & juice boxes (or any such cartons and aseptic packaging for drinks: ice tea, soy milk, soup, etc.).

BUILDING RECYCLING PROCEDURES

This building has established the following procedures for handling designated recyclables that apply to all residents, housekeepers, guests, subtenants, homecare worker, and other visitors.

(Describe building's recycling requirements including: location of recycling area(s), description of recycling containers, how to discard large metal items, where to go for more information).

Please check all that apply:

- I have been given information about designated recyclable materials that must be kept separate from my trash.
- I know the location of the building's recycling area(s) and the procedures for discarding designated recyclables.
- I understand that recycling requirements apply to all residents, Housekeepers, guests, subtenants, homecare workers, and other Visitors.

Occupant Name(s): _____

Occupant Signature(s): _____

Address: _____ **Apartment No.:** _____

Occupant: Keep one (1) copy for your records.