Dear residents of \_\_\_\_\_\_\_\_\_\_\_\_\_\_:

It has been brought to our attention that the recycling in the building is in need of some improvement. Your assistance is necessary because the Dobbs Ferry Department of Public Works, who removes our trash and recyclables, will be closely monitoring our practices and **will not collect the contents of the recycling containers that are in violation**. Please read the guidelines below. We will be putting new signage up to help you remember.

Paper and Cardboard

-Is for papers and boxes

-Excessive tape on boxes should be removed and thrown in the trash dumpster

-Soiled portions of pizza boxes need to go into the trash dumpster

-No plastic bubble wrap, styrofoam, or other plastic packing materials

Blue Recycling Containers

-Are for glass, plastic, aluminum, cartons, and cans

-Aluminum foil can be recycled only if clean.

-All items need to be rinsed out before placing in the recycling containers

-Cartons and plastic bottles should be recycled with their plastic caps on

-Aerosol cans need to be completely sprayed out and empty

-**Items NOT allowed:**

* -PLASTIC BAGS OF ANY KIND
* -dishware or ceramic ware
* -paint cans
* -aerosol cans that are not completely empty (or contained paint or chemicals)
* -pots and pans
* -any type of lightbulb
* -insect or pesticide containers (including ant spray)
* -no plastic bubble wrap, styrofoam, or other plastic packing materials

-Although return-for-deposit bottles and cans can be recycled curbside, bringing bottles back to the bottle recycling machines at Stop + Shop is a more efficient way to get them to be reused!

Plastic Bags

-Are not recycled at our building

-PLEASE BRING ALL PLASTIC BAGS, BUBBLE WRAP, + STRETCHY PLASTIC FILM TO:

Stop + Shop (at bin near the bottle recycling machines)

or other grocery stores that will accept them

Questions on what to do with items that are not picked up by the DPW?

**Download Westchester’s RecycleRight app** and look it up.

Or call the **Westchester Recycling Hotline: (914) 813-5425**

**Before you throw it out, check it out!**

Thank you for your cooperation.