

# RECYCLE PAPER



**catalogs &  
magazines**



**newspapers  
& inserts**



**mail & envelopes**



**paper &  
sticky notes**



**empty, flat  
paperboard boxes**



**flat  
corrugated boxes**

***No food, liquid, cups, milk/soy cartons,  
wet paper, paper towels or  
used napkins/tissues***

# RECYCLE

## PLASTIC, CANS & GLASS



**cans**  
**plastic bottles & caps**  
**glass bottles & jars**



**plastic to-go cups, containers & bags**



**including items**  
**labeled with:**



***No liquid, food or items labeled with***



# E-CYCLE

## ELECTRONICS, BATTERIES & CARTRIDGES



portable electronic devices



JMU property should be sent to Surplus Property



ink & toner  
cartridges



batteries



adapters, chargers & cables

*No paper, plastic, cans or glass*

# **E-CYCLE**

## **ELECTRONICS, BATTERIES & CARTRIDGES**



**portable electronic devices**



To recycle large electronics and appliances,  
contact JMU Recycling/Waste Management  
at 540-568-6074 or [recycle@jmu.edu](mailto:recycle@jmu.edu)



**ink & toner  
cartridges**



**batteries**



**adapters, chargers & cables**

*No paper, plastic, cans or glass*



# LANDFILL



**milk and soy cartons,  
foam cups &  
hot cups**



**chip bags,  
bar wrappers &  
condiment packets**



**food &  
pizza boxes with  
food or food residue**



**Dining Services' compostable  
disposable products**



# LANDFILL



**milk and soy cartons,  
foam cups &  
hot cups**



**chip bags,  
bar wrappers &  
condiment packets**



**food, pizza boxes  
with food or food residue  
& Dining Services'  
compostable disposable  
products**



**(when unable to take these to  
a container labeled "compost"  
at a dining location)**



# JMU OFFICE RECYCLING/WASTE MANAGEMENT GUIDE

*Items below can also be placed in a deskside bin.*

## **RECYCLE: PLASTIC, CANS & GLASS**

*Rinse food containers.*

- glass bottles & jars of any color
- plastic bottles & caps
- plastic cups (no compostable or foam cups)
- plastic containers (#1 through #6)
- plastic lids
- plastic bags
- sandwich/storage bags
- bubble wrap
- metal cans

*\*no Items labeled with #7 PLA*

## **RECYCLE: PAPER**

- white printer & copier paper
- colored paper
- sticky notes
- envelopes
- newspapers
- magazines
- catalogs
- paperboard cartons (e.g., cereal boxes & boxed lunch cartons) with no food/food residue
- flat corrugated boxes in small amounts (e.g., flat pizza boxes with no food/food residue)

## **E-CYCLE: ELECTRONICS, BATTERIES & CARTRIDGES**

*Enclose the following in a paper bag, a plastic bag or the original box before placing in a container:*

- ink & toner cartridges
- adapters, chargers, cables & cords
- portable electronic devices
- batteries

## **COMPOST**

*Place these items in containers labeled "compost" at campus dining locations:*

- food
- napkins & paper towels
- pizza & other boxes with food residue
- compostable items from Dining Services only (not from other vendors):  
hot cups · Pepsi cups and lids · straws · compostable clamshells · compostable utensils · sushi containers and lids · items labeled with #7 PLA

## **TRASH/LANDFILL**

*Place the following in containers labeled "landfill":*

- chip bags
- candy & snack bar wrappers
- condiment packets
- milk & soy cartons
- used tissues
- "foam" cups and hot cups
- food & compostable items (when unable to carry to containers labeled "compost")

## **SPECIAL SERVICES**

*Call JMU Recycling/Waste Management 540-568-6074 to assist with the following:*

- wood & wood products
- confidential paper (to be shredded)
- large electronics & appliances
- metal & wire

*JMU property should be sent to Surplus Property.*

- Food, liquid and trash contaminate the recycling. When some recycling items are contaminated, none of the items in the container can be recycled.
- To order deskside bins, please contact your building coordinator.
- For information on containers for common areas, meeting rooms, etc., please contact JMU Recycling/Waste Management at 540-568-6074 or [recycle@jmu.edu](mailto:recycle@jmu.edu).

