

Notice of Community Recycling Procedures

Community Name: _____ Date: _____

Site Manager: _____ Phone: _____

Resident name(s): _____

Address: _____ City, State: _____ Unit #: _____

Dear Resident(s):

The community in which you live participates in the Multifamily Recycling Program with Marion County Public Works - Environmental Services. As part of this program, facility management, in cooperation with our garbage hauler, provide mixed recycling containers on the property for use by our residents. To ensure that the recycled material remains a quality product, the property manager(s) has agreed to monitor and maintain the recycling and garbage areas and help educate residents about how to recycle. To be successful with this program, it is important that residents know how to recycle properly.

Your participation is voluntary, but necessary for the program to be successful. You can choose not to participate, and so do not have to use the recycling receptacle(s) on-site. However, if you choose to participate and use the recycling containers provided on-site, you must know the following:

- Garbage cannot be placed in any containers labeled for recycling.
- The materials recycled on-site may not include all materials considered to be recyclable in Marion County. These materials may be collected at a local neighborhood collection site. Ask the complex manager where the nearest off-site recycling depot is located.
- Materials must be cleaned, prepared, and separated as required by the local recycling hauler.
- Haulers accept the following items in the mixed recycling containers: newspaper, magazines, paper, cardboard, grey-board, tin and aluminum cans, and plastic bottles and gallons.
- These items are not to be placed in the mixed recycling containers: garbage, hazardous material, glass, plastic lids/caps, plastic bags (although these can be recycled at many local stores), Styrofoam, packing peanuts, shredded paper, and egg cartons.
- If glass is accepted at your community, please place only clean glass bottles and jars in the container marked for glass recycling. Glass does not belong in any mixed recycling container(s). Broken glass, light bulbs, flower vases, dishware, Pyrex, ceramics, ovenware, mirrors, windows, and any other non-container glass cannot be recycled.
- Haulers may refuse to accept all contents within the recycling containers if it is contaminated with food, non-recyclables, or garbage.
- Residents are responsible for disposing of hazardous waste materials at the proper waste handling facility. This includes, but is not limited to: medical waste (sharps), motor oil, antifreeze, latex and oil based paint, pesticides, poisons, corrosive chemicals and cleaners, and fluorescent light bulbs.
- If children take out the trash and recycling, be sure they understand which containers to use.
- Under the Oregon E-Cycles law it is illegal to throw away televisions, computers (including laptops and tablets), monitors printers, keyboards and mice. For an extensive list of free locations to recycle these items visit oregonecycles.org. Fines could be up to \$500 per item.

If the on-site garbage and recycling areas are in need of attention or maintenance, please contact the site manager.

A brochure from the local recycling hauler or Marion County Public Works explaining the materials recyclable at your community should be attached to this notice.

Signature of all occupants/tenants 18 years of age and older:

Print Name: _____ Sign: _____ Date: _____

Print Name: _____ Sign: _____ Date: _____

Print Name: _____ Sign: _____ Date: _____

Print Name: _____ Sign: _____ Date: _____

