

TONER & INK RECYCLING

RECYCLING STEPS:

- 1) Place the old/empty toner into the box of the replacement toner
- 2) Using a marker, clearly write "To Be Recycled" on the box
- 3) Bring the box to your unit's waste room or waste depot & place neatly beside on floor or adjacent in another visible area (e.g. on shelf)
- 4) The Waste Operator will collect the toner and place it in the appropriate recycling collection receptacle in the central waste dock area

