

# GUIDE TO INK AND TONER CARTRIDGE RECYCLING

MOST ink and toner cartridges can be refilled and reused! They should NEVER be thrown in the trash. Please send them via Campus Mail to EHS at 110 Lee Hall, drop them off, or call our office for pick up at x3157. For everyone's convenience please DON'T wait until you have a huge pile to send! Also, there is no need to use a lot of tape to close the boxes. We have to open them up before sending them for recycling. Thanks!

Examples of Recyclable Cartridges to Send:



DO NOT SEND us toner tanks or tubes. They are not accepted for refilling or reusing. They are, however, recyclable as plastic. They may be placed in your recycle bin.

Examples of What NOT to Send:



DO NOT SEND: Maintenance cartridges, toner kits, drum units. These items are not refillable/reusable. Some are recyclable as plastic and may be placed in your recycle bin. Most, however, are unfortunately NOT recyclable and must be placed in your trash.