

WASTE REDUCTION TIPS FOR BUSINESSES



HAULING RECYCLABLES

Only authorized haulers can collect and haul recyclables in the City of Elk Grove. Businesses that choose to “self-haul” their recyclables to a recycling facility must complete and keep in their files a self-hauling form. The form can be downloaded from the elkgrovecity.org website on the Commercial Recycling & Waste page.

The current list of authorized haulers is posted on our website. elkgrovecity.org/recycle

REDUCE & REUSE

- Print double-sided to reduce paper use by changing your default printer settings to double-sided printing
- Buy products in returnable, reusable, or recyclable containers
- Eliminate purchase of disposable items, such as pens and calendars, and purchase reusable items instead
- Use electronic forms whenever possible and enable electronic signatures. If necessary, redesign forms to use less paper
- Create shared drives and folders to minimize the number of employees receiving individual copies of documents
- Participate in a cooperative buying program
- Replace disposable beverage cups, plates, and utensils with washable and/or reusable items
- Request vendors to deliver supplies in returnable containers
- Reuse packaging materials or find someone who can
- Use electronic marketing whenever possible, and use direct mail marketing materials that require no envelope - simply fold and mail
- Update and correct company mailing lists used to send information to customers to avoid creating undeliverable mail

**MORE
TIPS**



RECYCLE & BUY RECYCLED

- Buy recycled-content products whenever possible, including office paper, envelopes, business cards, napkins, estimate and invoice forms, toilet seat covers, toilet paper, and paper towels with recycled content (minimum 30% postconsumer content)
- Buy recycled or re-manufactured printer and copier toner cartridges
- Buy storage bins and containers for recyclables and provide special areas for recycling
- Buy recycled oil and then recycle any used oil, solvent, and grease
- Recycle glass, plastic, and aluminum containers with deposit value
- Recycle metal, including scrap, from remodeling activities and equipment replacement
- Recycle office paper, cardboard, and mixed paper, including junk mail, phone books, newspapers, and magazines
- Send used printer and copier toner cartridges back to the manufacturer or to a local retailer for recycling, re-manufacturing, or refilling
- Stock and/or sell products with recycled content, such as bags, boxes, and shelf products
- Properly recycle electronic waste (E-waste), such as computers, monitors, printers, and microwave ovens, by dropping it off at the SWCC



REDUCE & REUSE first, and then RECYCLE

GET CERTIFIED

If you are already taking many of the actions listed, gain recognition and exposure by becoming a certified sustainable business through the Sacramento Business Environmental Resource Center (BERC). 17 Elk Grove businesses, including Elk Grove City Hall, are already certified.

To learn more about BERC certification, go to: sacberc.org



OUR GOAL: WASTE LESS, RECYCLE MORE

The overall recycling rate for businesses in Elk Grove is **35%**. The City is required by State Law (AB 939) to recycle **50%** of its waste, with a **goal of 75%** by the year 2020 (AB 341).



**CITY OF ELK GROVE
RECYCLING & WASTE DIVISION**
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elkgrovecity.org/recycle

