



May 29, 2025  
Publication # 24  
Time Sensitive NTS  
RE: **Recycling Instructions**

## Just So You Know



Dear Unit Owners:

We are experiencing some issues with recycling and would like to help you with information regarding the rules of Waste Management Services. We have added some information for you. Please also visit the web site [www.WM.com](http://www.WM.com)

Cardboard must be flattened before putting into the recycle bin.

Customer's entire volume of uncoated office and writing paper, magazines, pamphlets, mail, newspaper; **flattened, uncoated cardboard**, paperboard boxes; aluminum food and beverage containers, tin or steel cans; glass, and rigid container plastics #1, #2 and #5, including narrow neck containers and tubs. Any material not specifically set forth above, including but not limited to foam, film plastics, plastic bags, napkins, tissue, paper towels, or paper that has been in contact with food, is unacceptable.

Thank You,  
Board of Directors

See Back Page

"Just So You Know" Announcements are sent by email. If you have a neighbor who does not get email, please share with them and encourage them to check their clubhouse box often.

**No Email? Check the Time Sensitive Code at Top of Page**

**NTS**=Not Time Sensitive - In your Clubhouse Box Soon

**TS** =Time Sensitive (will try to deliver in next 24 hours) President Gloria will deliver

# RECYCLING GUIDELINES

Midwest  Fiber  
RECYCLING

# YES!



## METAL

Steel & Aluminum Containers and Foil



## PAPER

Cardboard (flattened),  
Office Paper, Newspaper, Magazines

Clean & Empty  
Replace lids & caps



## PLASTIC

Containers: Bottles, Tubs, Jugs, and Jars Only



## GLASS

Containers: Bottles & Jars Only

# NO!



No Plastic Bags  
No Product Wrap  
(return clean to retailer)



No Big Items (Electronics, Wood,  
Propane Tanks, Scrap Metal or Styrofoam  
check with Ecology Action Center for other options)



No Tangles (Hangers, Hoses,  
Wire, Cords, Ropes or Chains)



No Clothing  
Textiles or Shoes (donate)



No Food, Liquid, Diapers,  
Batteries or Needles



No Shredded Paper  
(unless bagged)

Put material in loose  
- Not in Bags

## Proper cart placement for automated collection

Remember to place  
your carts at least  
3 feet apart and 3  
feet away from any  
obstacles (trees, cars,



mailboxes, etc.) to allow the automatic arm to lift and empty the carts.  
Place wheels of cart toward house.