

Memo

To : All Residents of _____

From: _____ Management

RE: Expanded Recycling Program

To comply with the City of San Francisco's Recycling Ordinance, we are adding green cart compost collection service.

You are asked to separate your food scraps, soiled paper and plants from your trash and place them in the new green compost cart located in the garage next to the blue carts. All tenants will receive a 2 gallon kitchen pail and information flyer that explains how to properly separate your waste.

Volunteers will be delivering pails to your door and answering any questions you may have on _____ from ____pm-____pm. If you are not available at this time and would like to receive a pail we will have extras in the office.

We ask all tenants to participate fully in both the recycling and compost programs. Your participation demonstrates a commitment to a sustainable community for all to enjoy and helps meet San Francisco's goal of zero waste by 2020. Recycling and composting helps to conserve natural resources, reduces greenhouse gases emissions and returns nutrients to local farmers.

Make recycling and composting a part of your daily routine - it's easy and good for the environment!

Thank you,

Acceptable Recyclables (BLUE carts)

Paper (newspaper, magazines, junk mail, post it notes, etc.)

Cardboard

Glass bottles and jars (lids ok)

Aluminum cans and foil

Rigid Plastics (all hard plastics including bottles, cups, to-go containers, yogurt containers)

NO PLASTIC BAGS!

Acceptable Compostables (GREEN carts)

Food scraps (spoiled food, meat, bones, fruits, vegetables, bread, dairy)

Soiled paper or cardboard (pizza boxes, paper plates, paper coffee cups)

Paper towels/napkins

Waxed cardboard (ice cream cartons, Chinese to-go containers)

Plants

NO PLASTIC BAGS! (paper bags or bags labeled "compostable" only)