Important Information About Your Recycling Tote

Each property that utilizes village garbage bags or tote system for garbage will receive one tote for recyclables (at no additional charge).

Loading Your Tote

Each tote has easy to follow instructions on what items are accepted for recycling. * All recyclable items must be placed inside the tote loosely, with no plastic bags, string, or twine.

Please note: Cardboard boxes should be cut into smaller pieces so that they fit loosely inside the tote. Cardboard will not be accepted if it is placed outside of the recycling tote.

Do Not Place the Following Items in Your Recycling Tote

Garbage	Plastic Bags	Styrofoam	Electronics
Paint Cans	Household Hazardous Waste	Batteries	Lightbulbs
Yard Waste	Ceramics	Window Glass	Sharps

Placing Tote for Collection:

- Make sure the lid is closed
- Lid opening must face the street
- Place tote no less than two (2) feet from the curb.
- Totes should be placed at least four (4) feet from obstructions such as garbage bags, garbage carts, mailboxes, parked cars, fire hydrants or utility poles.



Please note: The best placement for recyclables and garbage is on opposite sides of the driveway.

recycleone
ONE AND DONE

ONE BIN NO BAGS | MIX ALL RECYCLABLES TOGETHER

EASIER. MORE CONVENIENT. LESS COST.

HERE'S HOW IT WORKS

★ All Recyclable Items Mix Together In One Bin For Collection ★

1. All recyclable items—paper, plastic, metal and glass—need to be mixed together loosely in one container.
2. Recyclables must be placed in an approved container no less than 10 gallons, not more than 35 gallons.
3. Lids and labels should be left on recyclable containers. Containers should be empty and rinsed before recycling.
4. Do not place recyclables in plastic bags for collection. No string, trash or green waste allowed.
5. Cardboard boxes must be empty (packaging removed) and flattened/broken down before recycling.



PAPER

- Newspaper & Inserts
- Junk Mail, Circulars, Magazines & Catalogs
- Phone & Paperback Books
- Brown Grocery Bags
- Lightweight & Corrugated Cardboard
- Beverage Cartons (Milk, Juice & Juice Boxes)

DO NOT INCLUDE:
Hard Cover Books, Napkins, Paper Plates, Tissue Paper, Soda & Beer Cartons or Construction Paper



PLASTIC

- Plastic Bottles & Containers (With & Without Numbers)
- Milk & Water Jugs
- Cottage Cheese, Yogurt & Pudding Cup Containers
- Soap & Detergent Containers

DO NOT INCLUDE:
Plastic Bags, Styrofoam Containers, Toys, Motor Oil Bottles, Prescription Bottles or Clothes Hangers



METAL

- Food & Beverage Cans
- Deposit Cans
- Aluminum Foil
- Aluminum Plates & Trays
- Aerosol Cans
- Metal Lids

DO NOT INCLUDE:
Propane Tanks, Metal-Cardboard Containers (Cocoa & Motor Oil), Clothes Hangers, Silverware or Small Appliances



GLASS

- Green, Amber & Clear Containers
- Canning Jars
- Deposit Bottles
- Liquor & Wine Bottles
- Food & Beverage Containers

DO NOT INCLUDE:
Broken Glass, Drinking Glasses, Ovenware or Ceramics, Dishes, Mirrors, Window Glass or Light Bulbs

★ ONLY ONE EXCEPTION TO THE RULE: SHREDDED PAPER – PLACE IN A CLEAR PLASTIC BAG WITH YOUR RECYCLABLES ★

Items That SHOULD NOT Be Placed In Your Recycling Bin

- **Sharps**
  Do not set out with your recyclables! Place used needles, syringes and lancets in a puncture-proof plastic container like a laundry detergent bottle with a top. When full, tape lid/top shut, label as "sharps" and place in the garbage.
- **Batteries**
- **Ceramics**
- **Clothes Hangers**
- **Drinking Glasses**
- **Electronics**
- **Garbage**
- **Plastic Bags**
- **Household Hazardous Waste**
- **Lawn & Yard Waste**
- **Light Bulbs**
- **Paint Cans**
- **Propane Tanks**
- **Styrofoam**
- **Window Glass**

The Authority™
ONEIDA-HERKIMER SOLID WASTE AUTHORITY

For more information on RecycleOne, waste disposal and special programs, visit **ohswa.org** or call **315.733.1224.**

*RecycleOne decals can be obtained from the Administrative Office at 1600 Genesee Street, Utica, NY 13502

EcoDrop

Residents & Businesses May Drop Off Recyclables At Our Two EcoDrop Facilities:

EcoDrop | Utica – 824 Sewage Plant Rd.
Mon – Fri 8am – 4pm, Sat 7am – 2pm

EcoDrop | Rome – 575 Perimeter Rd.
Mon – Fri 8am – 4pm, Sat 8am – 12pm

AmIRecyclable.com?

Download the AmIRecyclable digital reference guide for your SmartPhone to learn how to properly recycle or dispose of various items including plastic toys, garden hoses, plastic bags, Styrofoam and more.

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