

IMPORTANT DOCUMENTS ENCLOSED

RETURN SHIPPING INFORMATION ENCLOSED
RECYCLEPAK® INSTRUCTIONS AND RETURN SHIPPING INFORMATION



DO NOT DISCARD

Thanks for using RECYCLEPAK®! If you have any questions or require additional services, Veolia Environmental Services can assist, please call us toll-free at 1-888-669-9725

RECYCLEPAK® TERMS AND CONDITIONS

USE OF THE RECYCLEPAK® CONTAINER OR SERVICE IS CONSIDERED ACCEPTANCE OF THE TERMS AND CONDITIONS.

Thank you for choosing the RECYCLEPAK® service for the proper handling and recycling of your lamps, dry cell batteries, TSCA exempt PCB ballasts, non-PCB ballasts, computer monitors, electronic wastes, dental amalgam waste and specific intact mercury devices such as thermometers, thermostats, switches, and relays. (The word "MATERIALS" is used herein to describe the wastes). In order to serve you better, we have prepared these Terms and Conditions to set forth your and our rights and obligations. Please understand that, by using RECYCLEPAK® containers, you are agreeing to these Terms and Conditions.

Refunds- If you purchased your RECYCLEPAK® online at www.onypak.com or www.prepaidrecycling.com, www.veoliaes-ts.com OR www.sylvania.com and do not agree with these Terms and Conditions please call us, within 15 days, toll-free at 1.888.669.9725 for return instructions. We will make every effort to send you a refund following receipt of the unused RECYCLEPAK® containers. To be eligible for a refund, you must provide a proof of purchase, so please retain your receipt showing the purchase price and date. If you purchased your RECYCLEPAK® from a distributor or third-party, please contact the distributor or third-party directly to request a refund.

Our Promise- We promise that our RECYCLEPAK® containers provided they have not been damaged and have been properly packed and sealed in accordance with our instructions, with contents limited to only the MATERIALS described above, are suitable for shipping those MATERIALS. (If a prepaid shipping label was provided to you with the containers, please use it to ship your MATERIALS to us. If you did not receive a prepaid shipping label, you are located in a state or jurisdiction that does not allow their use. In this case, please contact Veolia toll-free at 1-800-556-5267 to arrange for shipping). In accordance with 40 CFR 264.12(b), 273.18(d) and 273.38(d), we have the appropriate permits and agree to receive the MATERIALS, as described on the RECYCLEPAK® label and packaging instructions. We also promise that we will properly manage, recycle and dispose of the enclosed MATERIALS in accordance with the law, provided that we receive the RECYCLEPAK® container within 18 months of purchase date.

Your Promise- You promise that you will send us only the MATERIALS described above, in undamaged RECYCLEPAK® containers packaged in accordance with our instructions, in a quantity that does not exceed the stated capacity of the containers. If included, you promise to properly fill out the prepaid shipping label (Name, address, city, state, zip) and affix where stated to the container. Furthermore, you promise not to place the prepaid shipping label on any pail, box or drum other than RECYCLEPAK® provided. If using the RECYCLEPAK® Dental Waste or Mercury Switch Recycling Kit, you certify that you qualify as a conditionally exempt (very) small quantity generator as defined by US EPA regulations 40CFR 261.5 or are otherwise exempt from the hazardous waste manifesting requirements in accordance with applicable state regulations.

Additional Charges and Return of Materials - So we can serve you better please be sure to use RECYCLEPAK® containers for sending us only the MATERIALS described above and to use them in accordance with our instructions. If you exceed the stated capacity of a RECYCLEPAK® container, we can charge you an additional fee to compensate us for the extra MATERIALS. **DO NOT EXCEED THE STATED WEIGHT CAPACITY FOR ANY CONTAINER. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY FOR ALL ITEMS RECEIVED THAT EXCEED THE STATED WEIGHT CAPACITY.** If you send us wastes that are not MATERIALS as described above, we will try to manage these wastes, if possible, but we can charge you for any extra costs and, if we cannot accept the wastes, you agree we can return the wastes to you at your expense and that you will reimburse us for the extra costs we incur.

Disclaimer - In no event will you or we be responsible to each other for consequential, incidental, indirect, special or punitive damages in connection with these terms and conditions or your use of RECYCLEPAK® containers, whether based in contract, tort, strict liability, statute or otherwise.

Indemnification

- A. We promise to indemnify you (which includes your employees, officers and directors) from any and all liability for which you may be responsible as the result of bodily injuries (including death), property, contamination of the environment or any violation of law to the extent the liability is caused by (1) our breach of these Terms and Conditions or (2) our or our employees', officers' or directors' negligence or willfulness which occurs during our providing services to you, as long as you have sent us wastes that are MATERIALS as described above.
- B. You promise to indemnify us (which includes our employees, officers and directors) from any and all liability for which we may be responsible as the result of bodily injury (including death), property damage, contamination of the environment or any violation of law caused by (1) your breach of these Terms and Conditions or (2) you or your employees', officers' or directors' negligence or willfulness which occurs during your seeking or obtaining services from us.

RECYCLEPAK® PACKAGING AND SHIPPING INSTRUCTIONS

THE INSTRUCTIONS MUST BE FOLLOWED FOR SAFE PACKING, STORAGE AND SHIPMENT OF THIS CONTAINER.

Arranging for Pick Up

To arrange for pickup of this package, please follow the instructions below:

1. Complete the GENERATORS RESPONSIBILITIES section on the container to include the TYPES and COUNTS of waste materials inside the container.
2. For business customers, call FEDEX® GROUND® (888) 777-6040 to schedule a commercial pickup from your business location.
3. If you are a residential customer, please Log on to www.fedex.kinkos.com/locations/index to locate a FEDEX® KINKOS® drop off center. FEDEX® GROUND® does not pick up from residential addresses. Alternatively, you can schedule a pickup from any place of business by calling the number above.
4. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!
5. Since certain states require special handling (Alaska, Hawaii and Puerto Rico), a prepaid shipping label may not be enclosed. Please contact customer service toll-free at **1-888-669-9725** to arrange for pickup if a label was not enclosed.

Additional Shipping Charges

If you exceed the stated capacity of an RECYCLEPAK® container, ship us non-approved contents, ship us items in the wrong RECYCLEPAK® container, ship us items in a container other than an approved RECYCLEPAK® container we can charge you an additional fee to compensate us.

Required Safety Supplies

Veolia requires the user of this service to utilize gloves and safety glasses when handling fluorescent and other types of lighting.

Customer Service

1-888-669-9725 Monday – Friday- 8am to 5pm CST



WARNING: IF YOU ARE USING THIS PRODUCT IN THE STATE OF MAINE, PLEASE CALL CUSTOMER SERVICE BEFORE SHIPPING. FAILURE TO DO THIS WILL RESULT IN NON-COMPLIANCE WITH THE STATE OF MAINE'S UNIVERSAL WASTE REGULATIONS AND SUBJECT YOUR COMPANY TO POTENTIAL FINANCIAL PENALTIES OR FINES.

LAMP RECYCLING BOXES (Applies to Supply 043, Supply044, Supply 065, Supply098, Supply123 and Supply126)

Authorized Contents- The RECYCLEPAK® lamp boxes are designed for a variety of lamp types. Please follow the guidance below as to the types of lamps allowed in RECYCLEPAK® lamp boxes. Placing unauthorized materials inside any will subject you to additional handling fees as well as violate our terms and conditions and eliminate any liability protection offered under this program.

- **Supply043-** Holds 30 T12 / 60 T8 4ft straight fluorescent lamps & u-tube lamps ONLY.
- **Supply044-** Holds 15 T12 / 30 T8 8ft straight fluorescent lamps ONLY.
- **Supply065-** Holds 68 T12 / 146 T8 4ft straight fluorescent lamps & u-tube lamps ONLY.
- **Supply098-** Holds 15 T12 / 30 T8 4ft straight fluorescent lamps ONLY.
- **Supply123-** Holds up to 12 small compacts and 6-8 medium to large compacts.
- **Supply126-** Holds 20 T12 / 32 T8 u-tube lamps, misc. amounts of high intensity discharge lamps and compact fluorescent lamps

Step #1- Located and Apply Prepaid Return Shipping Label

1. Locate enclosed prepaid return shipping label. This label may be affixed to your container or located in the **"DOCUMENTS ENCLOSED ENVELOPE."**
2. If your prepaid return shipping label is not affixed to your container, affix completed prepaid shipping label on to RECYCLEPAK® in space marked **"COMPLETED SHIPPING LABEL HERE."**
3. **DO NOT PLACE PREPAID LABEL ON ANY BOX OTHER THAN THE RECYCLEPAK®.**
4. Completely fill out the FEDEX® GROUND® prepaid return shipping label to include your company name, mailing address, city, state and zip code. A CERTIFICATE OF RECYCLING will not be issued if this is not completely filled out.
5. If a return facility address is not included on your FEDEX® GROUND® prepaid return shipping label, locate and follow the guidance established by the PRP ZONE MAP to CAREFULLY identify YOUR state and corresponding Color Coded Return Zone Label.
6. Affix YOUR Color Coded Return Zone Return Label that represents the state in which you are returning this container FROM to the FEDEX® GROUND® Prepaid Return Package Label. If you have questions, please call customer service toll-free at 1-888-669-9725. **SHIPPING TO UNAUTHORIZED ZONES** will subject you to additional handling charges.

Step #2- Prepare Package

1. Open container and seal bottom of box with 2" minimum clear pressure sensitive tape. **MAKE SURE CORNERS ARE PROPERLY SEALED AND THERE ARE NO FLAP EDGES OR CORNERS EXPOSED.**
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!
3. Insert provided poly liner and place assembled container in secure and stable area.

Step #3- Fill Container

1. Identify the **"ACCUMULATION DATE"** in the space marked on the box with a permanent marker. The "ACCUMULATION DATE" is defined as the date when your first lamp was placed into the RECYCLEPAK®.
2. Carefully fill the RECYCLEPAK® with appropriate number of lamps. This depends upon the model box purchased. Refer to **AUTHORIZED CONTENTS** above. **DO NOT BREAK OR CRUSH LAMPS. USE WHOLE OR INTACT LAMPS ONLY.**
3. High Intensity Discharge Lamps (HIDs) must be placed into original manufacturer boxes OR wrapped in newspaper prior to being placed into RECYCLEPAK®.
4. **DO NOT EXCEED 70 LBS. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY TO ALL ITEMS RECEIVED THAT EXCEED THIS WEIGHT.**
5. **KEEP BOX AND LINER CLOSED WHEN NOT IN USE.**

Step #4- Seal Container

1. When the RECYCLEPAK® is full and lamps are packed tightly, seal poly liner with provided tie or minimum 2" wide clear plastic tape or equivalent. Make sure poly liner is sealed and completely within box.
2. Close box flaps or cover in order as stated on packaging and seal with minimum 2" wide clear plastic tape or equivalent. **MAKE SURE CORNERS ARE PROPERLY SEALED AND THERE ARE NO FLAP EDGES OR CORNERS EXPOSED.** The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FEDEX® GROUND® may refuse packages that do not meet the criteria!

Step #5- Ship Container

1. Complete the GENERATORS RESPONSIBILITIES section on the container to include the TYPES and COUNTS of waste materials inside the container.
2. Arrange for pick up (See **"Arranging for Pickup"** at the beginning of this document).

MIXED LAMPS RECYCLING PAIL (Applies to Supply 068)

Authorized Contents- The RECYCLEPAK® mixed lamps pail is designed for a variety of lamp types. Please follow the guidance below as to the types of lamps allowed in RECYCLEPAK® mixed lamps pail. Placing unauthorized materials inside any will subject you to additional handling fees as well as violate our terms and conditions and eliminate any liability protection offered under this program.

- **Supply068-** Holds 66 lbs of high intensity discharge, incandescent, compact fluorescent and circular lamps. This container will hold up to 90 small compact fluorescent lamps.

Step #1- Located and Apply Prepaid Return Shipping Label

1. Locate enclosed prepaid return shipping label. This label may be affixed to your container or located in the **"DOCUMENTS ENCLOSED ENVELOPE."**
2. If your prepaid return shipping label is not affixed to your container, affix completed prepaid shipping label on to RECYCLEPAK® in space marked **"COMPLETED SHIPPING LABEL HERE."**
3. **DO NOT PLACE PREPAID LABEL ON ANY PAIL OTHER THAN THE RECYCLEPAK®.**
4. Completely fill out the FEDEX® GROUND® prepaid return shipping label to include your company name, mailing address, city, state and zip code. A CERTIFICATE OF RECYCLING will not be issued if this is not completely filled out.
5. If a return facility address is not included on your FEDEX® GROUND® prepaid return shipping label, locate and follow the guidance established by the PRP ZONE MAP to CAREFULLY identify YOUR state and corresponding Color Coded Return Zone Label.
6. Affix YOUR Color Coded Return Zone Return Label that represents the state in which you are returning this container FROM to the FEDEX® GROUND® Prepaid Return Package Label. If you have questions, please call customer service toll-free at 1-888-669-9725. **SHIPPING TO UNAUTHORIZED ZONES** will subject you to additional handling charges.

Step #2- Prepare Package

1. Remove lid and place poly liner into pail.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!

Step #3- Fill Container

1. Identify the **"ACCUMULATION DATE"** in the space marked on the pail with a permanent marker. The "ACCUMULATION DATE" is defined as the date when your first lamp was placed into the RECYCLEPAK®.
2. Carefully fill the RECYCLEPAK® with appropriate number of lamps. Refer to **AUTHORIZED CONTENTS** above for guidance on the types of lamps authorized for this container. **DO NOT BREAK OR CRUSH LAMPS. USE WHOLE OR INTACT LAMPS ONLY.**
3. **DO NOT EXCEED WEIGHT CAPACITY ABOVE. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY TO ALL ITEMS RECEIVED THAT EXCEED THIS WEIGHT.**
4. **KEEP PAIL AND LINER CLOSED WHEN NOT IN USE.**

Step #4- Seal Container

1. When the RECYCLEPAK® is full, seal poly liner with provided tie or minimum 2" wide clear plastic tape or equivalent. Make sure poly liner is sealed and completely within pail. Place lid on top and screw to lock on.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FEDEX® GROUND® may refuse packages that do not meet the criteria!

Step #5- Ship Container

1. Complete the GENERATORS RESPONSIBILITIES section on the container to include the TYPES and COUNTS of waste materials inside the container.
2. Arrange for pick up (See **"Arranging for Pickup"** at the beginning of this document).

BALLAST RECYCLING PAIL (Applies to Supply 040)

Authorized Contents- The RECYCLEPAK® ballast recycling pail is designed for a variety of lamp ballast. Please follow the guidance below as to the types of lamp ballast allowed in RECYCLEPAK® pail. Placing unauthorized materials inside any will subject you to additional handling fees as well as violate our terms and conditions and eliminate any liability protection offered under this program.

- **Supply040-** Holds 66 lbs of TSCA-EXEMPT PCB and non-PCB lamp ballast.

Step #1- Located and Apply Prepaid Return Shipping Label

1. Locate enclosed prepaid return shipping label. This label may be affixed to your container or located in the "DOCUMENTS ENCLOSED ENVELOPE."
2. If your prepaid return shipping label is not affixed to your container, affix completed prepaid shipping label on to RECYCLEPAK® in space marked "COMPLETED SHIPPING LABEL HERE."
3. **DO NOT PLACE PREPAID LABEL ON ANY PAIL OTHER THAN THE RECYCLEPAK®.**
4. Completely fill out the FEDEX® GROUND® prepaid return shipping label to include your company name, mailing address, city, state and zip code. A CERTIFICATE OF RECYCLING will not be issued if this is not completely filled out.
5. If a return facility address is not included on your FEDEX® GROUND® prepaid return shipping label, locate and follow the guidance established by the PRP ZONE MAP to CAREFULLY identify YOUR state and corresponding Color Coded Return Zone Label.
6. Affix YOUR Color Coded Return Zone Return Label that represents the state in which you are returning this container FROM to the FEDEX® GROUND® Prepaid Return Package Label. If you have questions, please call customer service toll-free at 1-888-669-9725. **SHIPPING TO UNAUTHORIZED ZONES** will subject you to additional handling charges.

Step #2- Prepare Package

1. Remove lid and place poly liner into pail.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!

Step #3- Fill Container

1. Identify the "ACCUMULATION DATE" in the space marked on the pail with a permanent marker. The "ACCUMULATION DATE" is defined as the date when your first ballast was placed into the RECYCLEPAK®.
2. Carefully fill RECYCLEPAK® with non-leaking TSCA exempt PCB or Non-PCB lamp ballasts. **DO NOT INCLUDE LEAKING BALLASTS!**
3. **DO NOT EXCEED WEIGHT CAPACITY ABOVE. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY TO ALL ITEMS RECEIVED THAT EXCEED THIS WEIGHT.**
4. **KEEP PAIL AND LINER CLOSED WHEN NOT IN USE.**

Step #4- Seal Container

1. When the RECYCLEPAK® is full, seal poly liner with provided tie or minimum 2" wide clear plastic tape or equivalent. Make sure poly liner is sealed and completely within pail. Place lid on top and screw to lock on.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FEDEX® GROUND® may refuse packages that do not meet the criteria!

Step #5- Ship Container

3. Complete the GENERATORS RESPONSIBILITIES section on the container to include the TYPES and COUNTS of waste materials inside the container.
4. Arrange for pick up (See "Arranging for Pickup" at the beginning of this document).

DRY CELL BATTERY RECYCLING PAILS (Applies to Supply 041, Supply069 and Supply093)

Authorized Contents- The RECYCLEPAK® dry cell battery recycling pail is designed for a variety of dry cell batteries. Please follow the guidance below as to the types of batteries allowed in RECYCLEPAK® pail. **DO NOT INCLUDE LEAD ACID BATTERIES, WET CELL OR INDUSTRIAL LITHIUM BATTERIES INTO ANY RECYCLEPAK® CONTAINER.** Placing unauthorized materials inside any will subject you to additional handling fees as well as violate our terms and conditions and eliminate any liability protection offered under this program.

- **Supply041-** 3.5 gal pail- holds 50 lbs of dry cell batteries
- **Supply069-** 1 gal pail- holds 25 lbs of dry cell batteries
- **Supply093-** ½ gal pail- holds 15 lbs of dry cell batteries

WARNING: Battery short circuits can cause batteries to overheat and possibly result in a fire. Batteries must be packaged to prevent short circuits. Acceptable methods for preventing short circuits include taping all terminals and wire leads, wrapping individual batteries in plastic or placing individual batteries into plastic bags. This should be done in a manner that does not hinder battery identification. If the battery is not identifiable, please write the type on the battery.

Step #1- Located and Apply Prepaid Return Shipping Label

1. Locate enclosed prepaid return shipping label. This label may be affixed to your container or located in the "DOCUMENTS ENCLOSED ENVELOPE."
2. If your prepaid return shipping label is not affixed to your container, affix completed prepaid shipping label on to RECYCLEPAK® in space marked "COMPLETED SHIPPING LABEL HERE."
3. **DO NOT PLACE PREPAID LABEL ON ANY PAIL OTHER THAN THE RECYCLEPAK®.**
4. Completely fill out the FEDEX® GROUND® prepaid return shipping label to include your company name, mailing address, city, state and zip code. A CERTIFICATE OF RECYCLING will not be issued if this is not completely filled out.
5. If a return facility address is not included on your FEDEX® GROUND® prepaid return shipping label, locate and follow the guidance established by the PRP ZONE MAP to CAREFULLY identify YOUR state and corresponding Color Coded Return Zone Label.
6. Affix YOUR Color Coded Return Zone Return Label that represents the state in which you are returning this container FROM to the FEDEX® GROUND® Prepaid Return Package Label. If you have questions, please call customer service toll-free at 1-888-669-9725. **SHIPPING TO UNAUTHORIZED ZONES** will subject you to additional handling charges.

Step #2- Prepare Package

1. Remove lid and place poly liner into pail.
2. **KEEP ORIGINAL SHIPPING BOX** if using the 1.0 Gal or ½ Gal RECYCLEPAK® battery kits. (The original shipping box **MUST** be used for the return shipment of the RECYCLEPAK® pail.) If using the 3.5 Gal RECYCLEPAK® you do not need a return shipping box.
3. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!

Step #3- Fill Container

1. Identify the "ACCUMULATION DATE" in the space marked on the pail with a permanent marker. The "ACCUMULATION DATE" is defined as the date when your first battery was placed into the RECYCLEPAK®.
2. Follow **WARNING LABEL ABOVE OR ON PAIL** to properly prevent battery short circuits.
3. Carefully fill RECYCLEPAK® with spent dry cell batteries. **DO NOT INCLUDE ANY TYPE OF LEAD ACID BATTERIES, WET CELL OR INDUSTRIAL LITHIUM BATTERIES.** These batteries must be shipped separately in accordance with the USDOT hazardous materials regulations. Call customer service toll-free at 1-888-669-9725 for more information.
4. **DO NOT EXCEED CONTAINER CAPACITY, REFER TO AUTHORIZED CONTENTS ABOVE. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY TO ALL ITEMS RECEIVED THAT EXCEED AUTHORIZED WEIGHT.**
5. **KEEP PAIL AND LINER CLOSED WHEN NOT IN USE.**

Step #4- Seal Container

1. When the RECYCLEPAK® is full, seal poly liner with provided tie or minimum 2" wide clear plastic tape or equivalent. Make sure poly liner is sealed and completely within pail. Place lid on top and screw to lock on.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FEDEX® GROUND® may refuse packages that do not meet the criteria!

Step #5- Ship Container

1. The 1.0 gal and ½ gal RECYCLEPAK® containers must be placed back into original shipping box prior to shipping. Seal shipping box with 2" minimum clear plastic tape or equivalent. The 3.5 gal RECYCLEPAK® does not require a return shipping box.
2. Complete the GENERATORS RESPONSIBILITIES section on the container to include the TYPES and COUNTS of waste materials inside the container.
3. Arrange for pick up (See "Arranging for Pickup" at the beginning of this document).

THERMOSTAT RECYCLING PAIL (Applies to Supply 066)

Authorized Contents- The RECYCLEPAK® thermostat recycling pail is designed for an intact mercury containing thermostats ONLY. Please follow the guidance below as to the types of thermostats allowed in RECYCLEPAK® pail. Placing unauthorized materials inside any will subject you to additional handling fees as well as violate our terms and conditions and eliminate any liability protection offered under this program.

- **Supply066-** Holds 25 lbs of intact mercury containing thermostats ONLY. **DO NOT PLACE OTHER TYPES OF MERCURY DEVICES INSIDE THIS CONTAINER.**

Step #1- Located and Apply Prepaid Return Shipping Label

1. Locate enclosed prepaid return shipping label. This label may be affixed to your container or located in the **"DOCUMENTS ENCLOSED ENVELOPE.**
2. If your prepaid return shipping label is not affixed to your container, affix completed prepaid shipping label on to RECYCLEPAK® in space marked **"COMPLETED SHIPPING LABEL HERE."**
3. **DO NOT PLACE PREPAID LABEL ON ANY PAIL OTHER THAN THE RECYCLEPAK®.**
4. Completely fill out the FEDEX® GROUND® prepaid return shipping label to include your company name, mailing address, city, state and zip code. A CERTIFICATE OF RECYCLING will not be issued if this is not completely filled out.
5. If a return facility address is not included on your FEDEX® GROUND® prepaid return shipping label, locate and follow the guidance established by the PRP ZONE MAP to CAREFULLY identify YOUR state and corresponding Color Coded Return Zone Label.
6. Affix YOUR Color Coded Return Zone Return Label that represents the state in which you are returning this container FROM to the FEDEX® GROUND® Prepaid Return Package Label. If you have questions, please call customer service toll-free at 1-888-669-9725. **SHIPPING TO UNAUTHORIZED ZONES** will subject you to additional handling charges.

Step #2- Prepare Package

1. Remove lid and place poly liner into pail.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!

Step #3- Fill Container

1. Identify the **"ACCUMULATION DATE"** in the space marked on the pail with a permanent marker. The "ACCUMULATION DATE" is defined as the date when your first ballast was placed into the RECYCLEPAK®.
2. **KEEP ORIGINAL SHIPPING BOX.** The original shipping box **MUST** be used for the return shipment of the RECYCLEPAK® pail.
3. Carefully fill RECYCLEPAK® with intact mercury containing thermostats. **DO NOT INCLUDE LEAKING THERMOSTATS! DO NOT INCLUDE OTHER TYPES OF MERCURY DEVICES!**
4. **DO NOT EXCEED CONTAINER CAPACITY. REFER TO AUTHORIZED CONTENTS ABOVE. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY TO ALL ITEMS RECEIVED THAT EXCEED THIS WEIGHT.**
5. **KEEP PAIL AND LINER CLOSED WHEN NOT IN USE.**

Step #4- Seal Container

1. When the RECYCLEPAK® is full, seal poly liner with provided tie or minimum 2" wide clear plastic tape or equivalent. Make sure poly liner is sealed and completely within pail. Place lid on top and screw to lock on.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FEDEX® GROUND® may refuse packages that do not meet the criteria!

Step #5- Ship Container

1. Complete the GENERATORS RESPONSIBILITIES section on the container to include the TYPES and COUNTS of waste materials inside the container.
2. Place pail into return shipping box and seal with 2" minimum clear plastic tape or equivalent
3. Arrange for pick up (See **"Arranging for Pickup"** at the beginning of this document).

CRT RECYCLING BOX (Applies to Supply 061)

Authorized Contents- The RECYCLEPAK® CRT recycling box is designed for intact computer electronic equipment ONLY. Placing unauthorized materials inside any will subject you to additional handling fees as well as violate our terms and conditions and eliminate any liability protection offered under this program.

- **Supply061-** Holds 50 lbs of intact computer electronics ONLY.

Step #1- Located and Apply Prepaid Return Shipping Label

1. Locate enclosed prepaid return shipping label. This label may be affixed to your container or located in the **"DOCUMENTS ENCLOSED ENVELOPE.**
2. If your prepaid return shipping label is not affixed to your container, affix completed prepaid shipping label on to RECYCLEPAK®.
3. **DO NOT PLACE PREPAID LABEL ON ANY PAIL OTHER THAN THE RECYCLEPAK®.**
4. Completely fill out the FEDEX® GROUND® prepaid return shipping label to include your company name, mailing address, city, state and zip code. A CERTIFICATE OF RECYCLING will not be issued if this is not completely filled out.
5. If a return facility address is not included on your FEDEX® GROUND® prepaid return shipping label, locate and follow the guidance established by the PRP ZONE MAP to CAREFULLY identify YOUR state and corresponding Color Coded Return Zone Label.
6. Affix YOUR Color Coded Return Zone Return Label that represents the state in which you are returning this container FROM to the FEDEX® GROUND® Prepaid Return Package Label. If you have questions, please call customer service toll-free at 1-888-669-9725. **SHIPPING TO UNAUTHORIZED ZONES** will subject you to additional handling charges.

Step #2- Prepare Package

1. Open container and seal bottom of box with 2" minimum clear pressure sensitive tape. **MAKE SURE CORNERS ARE PROPERLY SEALED AND THERE ARE NO FLAP EDGES OR CORNERS EXPOSED.**
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FedEx Ground may refuse packages that do not meet the criteria!

Step #3- Fill Container

1. Identify the **"ACCUMULATION DATE"** in the space marked on the box with a permanent marker. The "ACCUMULATION DATE" is defined as the date when your first electronic item was placed into the RECYCLEPAK®.
2. Carefully fill RECYCLEPAK® with intact computer electronics.
3. **DO NOT EXCEED CONTAINER CAPACITY. REFER TO AUTHORIZED CONTENTS ABOVE. AN ADDITIONAL \$50 SERVICE FEE WILL APPLY TO ALL ITEMS RECEIVED THAT EXCEED THIS WEIGHT.**
4. **KEEP BOX CLOSED WHEN NOT IN USE.**

Step #4- Seal Container

1. When the RECYCLEPAK® is full, close box flaps and seal with minimum 2"wide clear plastic tape or equivalent.
2. The RECYCLEPAK® container **MUST BE PROPERLY SEALED AND STRUCTURALLY SOUND. THE CONTAINER MUST LACK EVIDENCE OF LEAKAGE OR DAMAGE THAT COULD CAUSE LEAKAGE.** FEDEX® GROUND® may refuse packages that do not meet the criteria!

Step #5- Ship Container

1. Arrange for pick up (See **"Arranging for Pickup"** at the beginning of this document).

HAVE QUESTIONS?

Call Veolia toll-free at 1-888-669-9725

Do you need a mail-back solution for regulated medical waste sharps? Call and ask about **SHARPS+PAK!**

Did you know? Veolia Environmental Services offers a complete range of hazardous and non-hazardous waste, solid waste, industrial services and innovative waste-to-energy services. Log on to www.VeoliaES.com for more information