

# Tenney Handbook

## Recycling

ULI fully complies with the Wisconsin Waste Reduction and Recycling Law that requires building owners and occupants to recycle the following materials:

- Office Paper
- Newspapers
- Magazines
- Corrugated Cardboard
- Aluminum Containers (cans)
- Steel and Bi-Metal Containers
- Glass and Plastic Containers
- Foam Polystyrene Packaging

In order to make recycling as easy and convenient as possible, tenants should make sure their offices are furnished with the appropriate recycling containers. The major points of the recycling program are as follows:

- Employees/staff members should have a blue “Recycle” container at their desks for all recyclables
- Next to the blue “Recycle” container, each office should have another container clearly labeled “Trash Only.” This will be for all non-recyclable materials
- Each suite should have a centralized recycling area, with a blue “recycle” container clearly marked for “Co-Mingled Recyclables” (glass, paper, cardboard, metal cans, plastic, etc.)
- All cardboard to be recycled should be broken down and placed next to the suite’s central blue recycling container

In order to avoid any confusion, we highly recommend that you use appropriate containers for trash and for your recyclables.