






Mandatory Multi-Residential & Commercial Recycling Guide

Pursuant to 313-16 of the city code, all commercial, industrial and institutional establishments within the City of Albany shall source-separate and arrange for the collection of designated recyclables as outlined below. Violators of this code may be subject to a fine.

GLASS, METAL, & PLASTIC		
INCLUDE	SPECIAL INSTRUCTIONS	DO NOT INCLUDE
<div style="display: flex; align-items: flex-start;">  <ul style="list-style-type: none"> ✓ GLASS CONTAINERS- GREEN, BLUE, BROWN, & CLEAR <ul style="list-style-type: none"> • Food & Beverage Containers • Liquor & Wine Bottles • Deposit Bottles • Canning & Food Jars ✓ PLASTIC CONTAINERS- CODES 1 thru 7 <ul style="list-style-type: none"> • Soda Bottles • Milk & Water Jugs • Windshield Washer Jugs • Mustard & Ketchup Bottles • Food Containers • Beverage Containers • Butter & Yogurt Containers • Prescription Pill Bottles • Soap & Detergent Bottles • Mouthwash Bottles • Plastic Drinking Cups • Salad Dressing Bottles • Peanut Butter Jars • Flower Pots & Containers </div>	<p>Do <u>not</u> break glass</p> <p>Broken Glass must be wrapped and secured and placed in trash</p> <p>Labels do <u>not</u> need to be removed</p> <p>Rinse thoroughly</p> <p>Remove and discard all lids, caps & tops.</p> <p>ACCEPTABLE PLASTICS (See code on bottom of containers)</p> <div style="text-align: center;">  </div> <p>Contact your private hauler for information regarding proper preparation procedures & collection processes</p>	<ul style="list-style-type: none"> ✗ Broken Glass ✗ Drinking Glass ✗ Ovenware & Ceramics ✗ Window Panes ✗ Mirrors ✗ Windshields ✗ Mercury Filled Light Bulbs (i.e. fluorescent & CFL's)* ✗ Dishes, Cups or Plates ✗ Empty Plastic Bags ✗ Plates & Tableware ✗ Motor Oil Bottles* ✗ Clothes Hangers ✗ Styrofoam Packaging ✗ Furniture ✗ Needles & Syringes* ✗ Six Pack Holders ✗ Snack Bags ✗ Toys ✗ Plastic Caps & Lids ✗ Plexiglass
<div style="display: flex; align-items: center;">  <ul style="list-style-type: none"> ✓ BEVERAGE CARTONS <ul style="list-style-type: none"> • Milk Cartons • Juice Cartons • Juice Boxes </div>	<p>Squeeze juice boxes until empty</p> <p>Throw away straws</p>	<ul style="list-style-type: none"> ✗ Straws & Wrappers ✗ Plastic Caps

 <p>✓ METAL & ALUMINUM</p> <ul style="list-style-type: none"> • Food & Beverage Cans • Deposit Cans 	<p>Include metal lids</p> <p>No need to flatten</p> <p>Wrappers do not need to be removed</p>	<ul style="list-style-type: none"> ✗ Metal – Cardboard Containers (i.e. Cocoa) ✗ Foil wrap or trays ✗ Silverware ✗ Small Appliances (i.e. toasters, blenders) ✗ Pesticides, chemicals gasoline & paint*
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PAPER & CARDBOARD		
INCLUDE	SPECIAL INSTRUCTIONS	DO NOT INCLUDE
 <ul style="list-style-type: none"> ✓ NEWSPAPERS & INSERTS ✓ MAGAZINES & CATALOGS ✓ PHONE BOOKS ✓ BROWN GROCERY BAGS ✓ PAPERBACK BOOKS ✓ LIGHTWEIGHT CARDBOARD: <ul style="list-style-type: none"> • DRY FOOD BOXES- CEREAL, COOKIE, SNACK... • NON-FOOD BOXES- HEALTH CARE, GIFT... • TOILET & PAPER TOWEL TUBES • PAPERBOARD EGG CARTONS ✓ JUNK MAIL: <ul style="list-style-type: none"> • CARDS & ENVELOPES Plastic windows do not need to be removed. • LETTERS & ENCLOSURES ✓ PAPER: <ul style="list-style-type: none"> • SCHOOL PAPERS • COLORED PAPER • COMPUTER PAPER • SHREDDED PAPER ✓ CORRUGATED CARDBOARD 	<p>Do not place inside of plastic bags.</p>  <p>Contact your private hauler for information regarding proper preparation procedures & collection processes</p>	<ul style="list-style-type: none"> ✗ Napkins ✗ Wax Paper ✗ Tissues ✗ Paper Plates ✗ Tissue Paper ✗ Paper Towels ✗ Frozen Food Boxes ✗ Microwave Containers ✗ Pizza Boxes ✗ Chips/Pretzel Bags ✗ Plastic Wrappings ✗ Carbon Paper ✗ Construction Paper ✗ Copier Paper Wrappers ✗ Wax- Coated Cardboard

*- These items are hazardous waste and should be disposed of properly. For more information on the City of Albany's Household Hazardous Waste Program contact the Department of General Services at (518) 434-2489.

www.albanyrecycles.com or www.capitalregionrecycling.com

Daniel C. Mirabile
Commissioner



Frank W. Zeoli
Director of Recycling