

# MULTI-FAMILY/APARTMENT AND CONDOMINIUM SERVICE GUIDE

**FOR RESIDENTS OF:** Belmont, Burlingame, East Palo Alto, Foster City, Menlo Park, Redwood City, San Carlos, San Mateo, Parts of Unincorporated San Mateo County, and West Bay Sanitary District



Download the Recology Mobile App for a convenient way to check service days & access [WhatBin.com](https://www.whatbin.com)

Para obtener información en español, visite: [Recology.com](https://www.Recology.com)

有關中文信息，請訪問：  
[Recology.com](https://www.Recology.com)

# RECYCLE

Put recyclable items loose (NOT in plastic bags) in the blue container EXCEPT for shredded paper—place that in a paper bag labeled “shredded paper.”

## Glass Bottles & Jars



## Plastic Containers #1-7



## Metals



## Clean Paper Products



### Recycling “Buddy Bags”

Store recyclables in these reusable bags until you’re ready to empty them into the centralized **BLUE RECYCLE CONTAINERS**. Need a Buddy Bag? Contact your Property Manager to arrange for a free delivery from Recology.

**PLEASE NO PLASTIC PACKAGING OR FLIMSY PLASTICS!**



# COMPOST

Put food scraps, food & beverage soiled paper, and yard/landscape materials in the green container. NO glass and plastics (including Bioplastics).

## Food Scraps



## Yard Trimmings



## Food & Beverage Soiled Paper



### Kitchen Pail



**For complexes with compost collection**, residents are provided kitchen pails at no charge. Simply use the pail for food scraps and food soiled paper, then empty the contents into the centralized **GREEN COMPOST CONTAINER**. Certified BPI compostable bags are acceptable.

### WHAT IF YOUR COMPLEX DOESN'T HAVE A COMPOST PROGRAM?

The above materials go into the landfill container. If you’re interested in starting a compost program, speak with your Property Manager to get in touch with Recology to set up service.



# LANDFILL

Put non-recyclable and non-toxic items in the black container.

## Snack Wrappers, Chip Bags, Juice/Soup Boxes



## Foam Packaging & Bubble Wrap



## Diapers, Pet Waste



## Plastic Bags, Film, Cutlery, Straws, Black Plastic



## Broken Ceramics, Mirrors, Toys



### BAG YOUR WASTE & KEEP CONTAINER LIDS CLOSED!

**Please remember to bag your waste and keep lids closed.** This will help prevent unwanted birds or critters from getting into your garbage, and reduce the chance of littering the street.

*Need more help deciding which items go into what bin? Get answers at: [WHATBIN.COM](http://WHATBIN.COM)*



# OTHER SERVICE INFORMATION

## BULKY ITEM COLLECTION

Two FREE Bulky Item Collections (BIC) are provided per calendar year to multi-family complexes (**not per individual unit**) from **Feb. 1 through Dec. 31**.

BICs **must be scheduled by the Property Manager**, who will coordinate with Recology to schedule collection dates.

### BIC PROGRAM MATERIALS:

- **Accepted Items:** household waste, mattresses, furniture, electronic waste, and non-commercial sized appliances, such as refrigerators, freezers, washers, and dryers. *PLEASE NOTE: Electronic Waste and appliances need to be kept separate from regular household waste.*
- **Unaccepted Items:** hazardous waste, dirt, rock, and concrete.

## MOVING OUT? WE CAN HELP!

If you are moving out and cannot wait for the standard Bulky Item Collection at your complex, below are some options:

- **Donate** items in good condition that you no longer need. Visit [RethinkWaste.org/ReduceWaste](https://www.RethinkWaste.org/ReduceWaste) to learn more.
- **Drop off** materials at the Shoreway Transfer Station or Public Recycling Center (read more below).
- **Individual bulky item pick-up can be scheduled for a fee.** Contact Recology at (650) 595-3900 for pricing and to schedule the pick-up.



## ADDITIONAL FREE PROGRAMS

### HOLIDAY TREES:

- Property Managers need to schedule tree collections with Recology on behalf of the entire complex.
- Holiday trees can be collected in centrally located piles, on-site compost containers, or in a debris box for no additional charge between Jan. 2 and Jan. 31.



### USED HOUSEHOLD BATTERIES AND CELL PHONES:

#### Batteries and cell phones don't belong in any container!

- Recology has a Battery and Cell Phone Collection program for apartments and condos. Collection buckets can be placed in a common area such as a lobby, multi-use room, mail room, or clubhouse.
- Place used and unwanted batteries and cell phones in a clear, sealed zip-top bag before placing into the orange bucket.
- If your complex does not have an orange collection bucket, please contact your Property Manager to request a free bucket from Recology.



## HOLIDAY SCHEDULE

**Collection services do not occur on Christmas Day and New Year's Day.** Alternate collection days will occur for customers affected by these two holidays. **Recology provides regular collection services on ALL other holidays.**

## COMMUNITY EVENTS

Recology provides **FREE Shred** (Document Destruction) and **Compost Giveaway** events at participating Member Agencies each year. Some Member Agencies also provide **FREE Electronics Recycling Events**. Visit [RethinkWaste.org/CommunityEvents](https://www.RethinkWaste.org/CommunityEvents) for a list of events.

## SAN MATEO COUNTY OFFERS A FREE HAZARDOUS WASTE PROGRAM

Household Hazardous Waste (HHW) such as cleaners, pesticides, and propane tanks cannot be disposed of in any of your three carts or bins. San Mateo County's HHW Program helps residents responsibly dispose of their HHW for free. **Residents must schedule an appointment at [smhealth.org/hhw](https://smhealth.org/hhw) or by calling (650) 363-4718.**



# SHOREWAY ENVIRONMENTAL CENTER

The Shoreway Environmental Center is owned by RethinkWaste and operated by South Bay Recycling.



For questions about the Shoreway Environmental Center, contact South Bay Recycling at (650) 802-8355.



SHOREWAY ENVIRONMENTAL CENTER IS LOCATED AT: 333 SHOREWAY ROAD, SAN CARLOS, CA 94070

## TRANSFER STATION:

Mon – Fri: 6 a.m. – 6 p.m. | Sat – Sun: 8 a.m. – 5 p.m.  
Closed on Thanksgiving, Christmas, & New Year's Day.

The Transfer Station accepts the following from residents and commercial vehicles and are subject to charge:

- Garbage & Organics
- Construction & Demolition debris
- Appliances
- Up to 5 mattresses or box springs can be dropped off by residents at no charge
- Discounted rates for clean green waste & lumber

Full list of items and rates can be found at:  
[RethinkWaste.org/Rates](https://www.rethinkwaste.org/Rates)



## COMPOST AT SHOREWAY

What you put in your compost container comes back to residents as FREE compost! Available in the Transfer Station for residents, schools, and community groups in our service area. More information is available at [RethinkWaste.org/Compost](https://www.rethinkwaste.org/Compost).

## PUBLIC RECYCLING CENTER:

Mon – Sat: 8:30 a.m. – 4:00 p.m. | Sun: Closed  
Closed on Thanksgiving, Christmas, & New Year's Day.

The Public Recycling Center accepts the following items free of charge:

- Household batteries & cell phones
- Cooking oil
- Used motor oil, oil filters, & antifreeze
- Electronics & fluorescent lights
- Paint (latex & oil-based)
- Sharps/Needles (must be in sealed container)

Full list of accepted items can be found at:  
[RethinkWaste.org/PRC](https://www.rethinkwaste.org/PRC)



## SHOREWAY TOURS

RethinkWaste offers free tours of the Shoreway Environmental Center. More information on how to schedule a tour at [RethinkWaste.org/Tours](https://www.rethinkwaste.org/Tours) or contact RethinkWaste at (650) 802-3508 or email [tours@rethinkwaste.org](mailto:tours@rethinkwaste.org).

Learn more at  
[RethinkWaste.org/Shoreway](https://www.rethinkwaste.org/Shoreway)



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(650) 802-3500

[RethinkWaste.org](https://www.rethinkwaste.org)  
[info@rethinkwaste.org](mailto:info@rethinkwaste.org)

RethinkWaste is a joint powers authority of the following public agencies in San Mateo County:

- Belmont
- Burlingame
- East Palo Alto
- Foster City
- Hillsborough
- Menlo Park
- Redwood City
- San Carlos
- San Mateo
- Parts of Unincorporated San Mateo County
- West Bay Sanitary District