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# *RESIDENTIAL SERVICE GUIDE*



**IMPORTANT INFORMATION INSIDE REGARDING YOUR  
RECYCLABLES, ORGANICS AND GARBAGE SERVICE.**

1060 Richard Avenue  
Santa Clara, CA 95050  
650.473.1400  
[www.MissionTrail.com](http://www.MissionTrail.com)



## Put RECYCLABLES in the Blue Cart

### PAPER PRODUCTS

- corrugated cardboard & paper boxes - *large or multiple pieces should be flattened and/or cut*
- shredded paper - *contained in a paper bag or box*
- junk mail & catalogs
- newspaper & magazines
- phonebooks
- dairy cartons
- aseptic boxes - *juice, soup & soy milk*
- books - *up to 40 lbs.*

### GLASS BOTTLES & JARS

### PLASTICS LABELED

- bottles & jars
- tubs & trays
- plastic bags - *Protect the environment by avoiding single-use bags. Reuse them when possible. When recycling multiple bags, stuff one bag full of the others; tie off the full bag before placing in the recycling.*

### ALUMINUM & METAL

- aerosol cans - *empty*
- cans & pans
- scrap pieces - *up to 20 lbs.*

**NO GARBAGE OR ORGANICS**  
**NO FOOD-SOILED PAPER OR PIZZA BOXES**  
**NO STYROFOAM**



### Occasional Overflow?

Boxes can be bundled and placed next to your recycling cart for collection. Smaller recyclables can be put in a paper bag or box also left next to the cart.



## Put ORGANICS in the Green Cart

### FOOD SCRAPS

- fruits & vegetables - *including peels, pits & rinds*
- bread, pasta & other grains
- dairy products & egg shells
- coffee grounds & tea leaves
- meat & bones

### YARD TRIMMINGS

- flowers & leaves
- ivy & weeds
- grass clippings
- small branches - *less than 6" in diameter*

### FOOD-SOILED PAPER

- plates & cups
- napkins & towels
- coffee filters & tea bags
- bags or newspaper - *used to contain food scraps*
- takeout containers
- pizza boxes
- waxed paper & boxes
- wooden chopsticks

**NO GLASS, METAL, STYROFOAM OR PLASTIC**  
**NO JUICE, SOUP OR MILK BOXES**  
**NO DIRT, ROCK, CONCRETE OR BRICK**  
**NO LIQUID FAT, OIL OR GREASE**  
**NO PLASTIC BAGS**



### The Handy Kitchen Pail!

It can easily be stored under the sink or on your counter and it's big enough to hold all the food scraps generated by most families in one day. Line it with newspaper or paper bags to keep it clean. Empty it as needed into your green organics cart.





## A large black plastic trash bin with the word "GARBAGE" printed in white capital letters on its side. The bin has a black lid with a handle and a black wheel visible at the bottom right. In the foreground, there are several items: a red plastic cup, a white bowl, a piece of food (possibly a sandwich or burger), and some other debris, suggesting a messy environment.

- ceramics
- kitchenware - *dishes, bowls, cups, etc.*
- lightbulbs - *no fluorescent*
- mirrors, tempered & window glass

- carbon paper
- laminated items
- metallic wrapping paper
- paper used for cleaning - *soiled*
- photographs, slides & x-rays
- vacuum bags

- 6-pack rings - *please cut*
- plastic film & wrap
- plastic plates & utensils
- plastic drinking straws & stir sticks
- records, tapes & CDs
- shower curtain liners
- tape - *duct, scotch, masking*

NO ORGANIC OR RECYCLABLE MATERIALS  
NO CONSTRUCTION OR DEMOLITION MATERIALS

- cotton balls - *soiled*
- rugs & mats
- shoes, clothing & stuffed animals - *that cannot be donated*
- sponges

- balloons - *latex & mylar*
- clothes hangers
- diapers
- feminine products
- foam & styrofoam
- hose - *garden or rubber*
- pet feces & litter - *please bag*
- rubber bands
- toothpaste tubes
- toys - *that cannot be donated*
- wood - *treated*



REMEMBER,  
IT'S ALWAYS BETTER TO REUSE,  
RECYCLE, COMPOST OR DONATE  
THAN IT IS TO DISPOSE!

HOUSEHOLD BATTERIES - Place A, AA, AAA, C, D, 6 & 9-volt, rechargeable, camera, watch, hearing aid & clock batteries inside a clear plastic zipper-lock bag. Tape terminals on lithium and 6 & 9-volt batteries.



CELL PHONES & PDAS - Place in a clear plastic zipper-lock bag.



USED MOTOR OIL & FILTERS - Contain in free jugs/bags provided by Mission Trail, contact us to order.

COOKING OIL - Contain in original (or similar) bottle/jug. Must have screw-top lid and be clearly labeled.

WATER-BASED PAINT - Contain in original can. Make sure lid is secure.

COMPACT FLUORESCENT LAMPS/BULBS - Contain  
in a clear plastic zipper-lock bag.

*Batteries, cell phones & PDAs, and fluorescent bulbs should be left on top of your recycling cart for collection. Do not mix batteries, cell phones & PDAs, and CFLs together. Motor oil & filters, cooking oil and paint should be left next to your recycling cart but not in the gutter.*



## HOUSEHOLD HAZARDOUS WASTE (HHW) REQUIRES SPECIAL HANDLING

Please do not place anything labeled as toxic, flammable, poisonous, or hazardous in any of your carts. Dispose of them properly through Mission Trail or visit one of Santa Clara County's free collection facilities. Visit [HHW.org](http://HHW.org) or call 408-299-7300 for information.

## The perfect set out...

- Remember to place carts out at the front of your property prior to 6am on your service day. Wheels should be facing your home.
- Make sure your cart lids fully close. Do not overload.
- Leave at least 2 feet of space on either side of each cart and do not place carts under low-hanging tree branches. This will allow the automated truck arm room to operate.



### Also, don't forget...

- Avoid tightly wedging or compacting materials inside your carts. This will help ensure that all materials are emptied from your cart and that your cart is not damaged during service.
- Use a bag or box to contain small, lightweight items before placing them in any of your carts. This will help reduce spills during service.

## Got extra? Schedule an On-Call Cleanup

Once every 6 months, at no charge, residents of single-family homes can schedule the collection of up to 4 cubic yards of garbage and 3 large items. The large items can include sofas, water heaters and other furniture/appliances. In lieu of one large item, an e-waste item like a TV, computer, printer, fax machine or VCR may be setout. Charges apply for additional items and for appliances containing Freon.

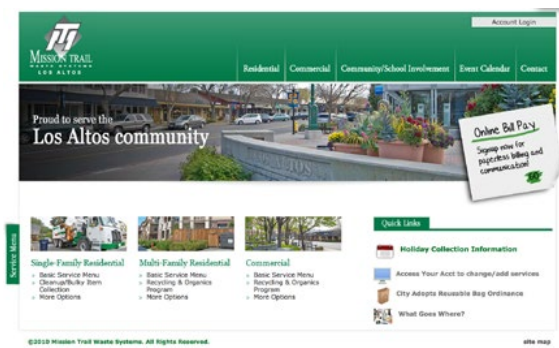


## Order Additional Service

Bins of various sizes are available for construction and/or demolition, landscaping and other projects.



Mission Trail Waste Systems is aiming for zero waste. Help us hit the target by reducing waste and making the most of our convenient recycling and organics programs.



## Contact us:

Location: 1060 Richard Avenue, Santa Clara, CA 95050  
Office Hours: 8am-5pm, Monday-Friday  
Phone: 650.473.1400  
Web: [MissionTrail.com](http://MissionTrail.com)