 **FRANKLIN SQUARE CONDOMINIUM IV**

**Disposing of Trash--Trash chute on each floor**

* Use a small or medium trash bag (13 gallon or smaller)
* No unwrapped garbage
* Break down greasy pizza boxes and put into a bag. The clean portion of a pizza box can be recycled
* Break down Styrofoam packing and put into a bag (Styrofoam is NOT recyclable)
* DO NOT LEAVE ANY ITEMS ON THE FLOOR IN THE TRASH ROOM—WE DO NOT HAVE ANY SERVICE TO REMOVE ITEMS LEFT ON THE FLOOR
* The following items must NOT be put down the chute. If they get stuck, the HOA must pay to have the chute cleared. These items are: CHRISTMAS TREES (put at curb after Christmas, city will pick up); WHOLE PIZZA BOXES (break down and bag greasy parts, recycle clean part); VACUUM CLEANERS (dispose of in commercial bins or take to landfill); FLOWER POTS/PLANTERS (put in commercial bins at south end of the building); WIRE HANGERS (return to dry cleaners or deposit in hanger box in lower lobby. Hangers jamb recycling sorters. They are NOT recyclable); A/C FILTERS (fold and bag to put down chute or dispose of in commercial bins—THESE FILTERS ARE NOT RECYCLABLE); SMALL APPLIANCES (dispose of in commercial bins-they are not recyclable); ELECTRONICS (dispose of at Staples or Best Buy) and CONSTRUCTION DEBRIS (must be removed from the premises by your contractor). Any item that may twist or turn on the way down the chute should not be put down! Dispose of these items in the commercial trash area at the south end of the building.

**Recycling**

**Recycling is located just inside the entrance to the upper parking deck on the right side. There are 4 bins for recycling and 1 large open bin for FLATTENED cardboard. There is also a trash bin for miscellaneous trash, such as used plastic bags**

* FSIV uses single sort recycling. Only FLATTENED cardboard BOXES need to be separated and placed in the open bin next to the recycling bins. Do not put boxes into the recycling totes. The totes fill up too quickly and there is not enough room for others to dispose of their recycling
* All recyclables go in same bin: paper, newspapers, magazines, clean glass, plastic, tin cans, small pieces of card board, aluminum
* Clean cardboard (no food waste) should be broken down and placed in large open bin next to the recycling bins
* Shredded paper must be in clear bags and placed on floor next to cardboard bin. Do not put shredded paper in recycling bins
* NO wire hangers, pots, pans, ceramics, broken glass, aerosol cans, scrap metal, small appliances, plastic bags, packing material (peanuts, styrofoam) or food waste in the recycling bins

**Miscellaneous**

Removal of large items, such as furniture, bedding and large appliances should be arranged to be removed by the delivery service of your new items. DO NOT PLACE THESE ITEMS IN RECYCLING OR COMMERCIAL AREAS. We have no means of disposing of these items. This is your responsibility.

Fluorescent tubes and compact fluorescent bulbs can be recycled at LOWES.