

Pepys Street RTM Company Limited

Important WASTE MANAGEMENT

The following household recycling and waste management services are in operation at 1 Pepys Street. Please ensure you follow them.

The bin store, which is located at the rear of the building, contains separate bins for your household recycling, general waste, food waste and small electrical items. Your recycling, general waste and food waste **MUST be placed in the allocated bins** and **NOT** left on the floor of the bin room or outside on the street.

Recycling Services

You will find in the bin store, supplies of **clear recycling sacks** for you to recycle the following materials:

All kinds of paper

- Plain and coloured paper
- Newspapers and magazines
- Envelopes (plastic windows are ok)
- Yellow Pages

Plastic bottles (please rinse)

- Bottles of all types
- Drink and milk bottles
- Shampoo and detergent bottles

Tins, cans and foil (please rinse)

- Food and drinks tins and cans
- Empty aerosol cans
- Metal biscuit and sweet tins
- Aluminium foil and food trays

All kinds of card and cardboard

- Cardboard boxes and packaging
- Egg cartons
- Drinks cartons and tetra-paks

Plastic containers (please rinse)

- Food trays and sandwich containers
- Yoghurt pots (but **NOT** plastic lids)
- Butter/margarine containers

Glass (please rinse)

- Glass bottles - all colours
- Glass jars - all colours

Do **NOT** recycle:

- Toothpaste tubes (the plastic caps **can** be recycled).
- Bubble wrap
- Polystyrene
- Hand soap pump dispensers (the plastic containers **can** be recycled after rinsing)

Please remember to empty and rinse **all** food containers, drinks bottles, foil etc, as food and liquids can spoil the materials in your recycling bag, making them unsuitable for recycling. When your **clear** recycling bags are full, please place them **inside** the **green lidded** recycling bins located within the bin store and **NOT** on the floor.

When placing empty cardboard boxes into the recycling bins **please flat pack** them **before** putting into the bin to maximise the storage space. Also, **remove sticky plastic tape** from boxes before recycling.

Please do **NOT** leave empty cardboard boxes on the floor otherwise they will not be collected. We do not employ staff to do this for you, so it is **your** responsibility.

Household General Waste

The remaining materials that cannot be recycled should be placed into general waste bags (not supplied) and placed **inside** the **red lidded** general waste bins located in the bin store.

This includes:

- Tissues/kitchen roll etc.
- Polystyrene
- Black bags
- Pizza boxes
- Crisp packets/sweet wrappers etc.
- Cellophane, cling film and plastic wrap
- Other types of glass (but NOT Pyrex)

Please do **NOT** leave bags on the floor to avoid attracting vermin.

Food Waste

Please use the small grey food waste containers and food waste bags provided to recycle all food waste. Do **NOT** include plant and garden waste.

Recycling Electrical Items

Small electrical items can be recycled by placing them **inside** the **pink** electrical appliances bin located in the bin store.

This includes:

- Hairdryers
- Table lamps
- Toasters
- Mobile phones/chargers
- Electric toothbrushes
- Kettles
- Irons
- Laptops

Please do **NOT** leave items on the floor.

Other Services

Additional recycling services provided by the City of London include the Real Nappy Scheme, bulky waste collections for unwanted furniture and battery, bulb and textiles recycling.

If you need these services or require further information, please contact the City of London as follows:

Tel: 020 7606 3110

Email: recycling@cityoflondon.gov.uk

or visit www.cityoflondon.gov.uk/recycling

Information provided by the Recycling Team of the City of London