

Dear Tenants,

We hope this message finds you well. As part of our ongoing commitment to sustainability and environmentally friendly practices, we would like to remind you of the importance of proper waste disposal.

Guidelines for Waste Disposal:

- **Recyclables:** Please separate paper, plastic, glass, and metal items into designated recycling bins.
- **Compost:** Kitchen scraps and yard waste can be composted. Look for the compost bins around the property.
- **Hazardous Waste:** Dispose of hazardous materials like batteries and chemicals at designated collection points.
- **General Waste:** Use general waste bins for non-recyclable items only.

Remember to rinse out recyclables and flatten cardboard boxes to save space. Your cooperation is vital in helping us maintain a clean and green environment.

Thank You!

We appreciate your efforts in making our community more sustainable. Together, we can make a positive impact on the environment.

Sincerely,
[Your Name]
[Your Position]
[Property Management Company]