

Dear Residents,

We are excited to introduce our new Recycling Program designed to promote sustainability and reduce waste in our community.

Program Overview

Our Recycling Program will help you easily identify what materials can be recycled. Here are the key components:

- **Accepted Materials:** plastics, paper, cardboard, metals, and glass.
- **Collection Schedule:** Recycling will be collected every other Tuesday.
- **Drop-off Locations:** Available at community centers every Saturday from 9 AM to 3 PM.

Benefits of Recycling

Recycling helps decrease landfill waste, conserves natural resources, and reduces greenhouse gas emissions.

How You Can Participate

To participate, simply follow the guidelines below:

1. Rinse and clean all recyclables.
2. Separate your recyclables from regular trash.
3. Be aware of the collection schedule and drop-off locations.

Get Involved!

Join us in making our community greener. If you have any questions, feel free to contact us at [email@example.com].

Thank you for your cooperation!

Sincerely,

Community Recycling Program Coordinator