

# Dear Residents,

We hope this letter finds you well. As part of our commitment to maintaining a clean and sustainable community, we would like to remind you of the recycling and garbage disposal guidelines.

## Recycling Guidelines:

- Please wash all recyclable containers before disposal.
- Only use blue bins for recyclable materials such as paper, cardboard, glass, and certain plastics.
- Avoid combining recyclables with food waste or non-recyclable items.

## Garbage Disposal Guidelines:

- Dispose of all non-recyclable waste in the green garbage bins.
- Do not overfill bins; lids must close tightly to prevent litter.
- Bulk waste items should be scheduled for special pickup.

Your cooperation in following these guidelines is crucial for our environment. Together, we can make our community cleaner and greener!

Thank you for your attention,

**Your Local Waste Management Team**