

## **Bishop Square's Cardboard Recycling**

Bishop Square Management provides for the collection of cardboard recycling. The collection bin is located in the recycle room of the basement area of the American Savings Bank Tower. Cardboard boxes to be recycled should be clearly identified as "TRASH" and left in a conspicuous and accessible location in your office. The evening janitorial staff, Sunday-Thursday, will dispose the cardboard into the appropriate recycle container. Should you opt to bring cardboard to the recycle bin, please make sure boxes are broken down and flatten before placing them in the bin.

Our recycling vendor will empty the designated bins to be recycled on a regular basis.

