

Bishop Square's Newspaper Recycling

Bishop Square Management provides for the collection of newspaper recycling. The collection area is located in the recycling room in the basement area of the American Savings Bank Tower. There are designated bins specifically for newspaper. It is the tenant's responsibility to collect and transport the newspaper from their office to the designated newspaper-recycling bin.

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

Determine your collection area

You will need to determine an area within your office that you would like to target for your participants to leave their newspapers.

Choose a coordinator

It's always best to have one key person to coordinate your program. It keeps confusion to a minimum when there is one central point of contact.

Determine method of transport

Depending on the amount of newspaper that will be recycled, will determine the frequency and method of transporting the newspaper to the recycle room. Remember there is a freight elevator available that goes directly to the basement.

