**Jefferson City State Office Building Recycling Services**

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| **Material** | **Accepted** | **Not Accepted** | **Locations** | **Collection** |
| Mixed Office Paper | * Copy Paper * Envelopes * Newspaper * Magazines * Junk Mail * Phone Books * Soft/Hardcover Books * Brown, Kraft Paper * Colored Paper | * Cardboard * Tissues * Paper Towels * Pizza Boxes * Food Wrappers | Any State office in Cole County may utilize this service. Recycling Contractor provides 95-gallon, 2-wheeled collection containers. | Custodial contractor or state employees haul 95 gallon mixed paper collection carts from office areas to central collection area.  Recycling contractor picks up from central collection area. |
| Shredded Paper | * Must be in bags |  |  |  |
| Cardboard | * Flattened Boxes * Paperboard: Cracker boxes, Cereal boxes, Tissue boxes, etc. | * Pizza Boxes * Refrigerated Food Boxes * Frozen Food Boxes * Food Contaminated Cardboard | There are approximately 40 state office locations that have large metal recycling dumpsters for collection of cardboard & bags of cans/bottles (see attached list of locations) | Custodial contractor or state employees haul cardboard from office areas to central collection area.  Recycling contractor picks up from central collection area. |
| Mixed Recycling | * Aluminum Cans * Tin (Steel) Cans * #1 Plastic Bottles * #2 Plastic Bottles | * Food waste * Tissues * Office Paper * Styrofoam | State Recycling Program supplied collection containers are always located in kitchens, breakrooms, conference rooms, and public areas. | Bags of cans & bottles are hauled by custodial contractor or state employees to central collection point.  Recycling Contractor picks up from central collection area. |