

# Make a positive impact on the environment.

## Staples® Ink and Toner Cartridge Recycling

Did you know ink and toner cartridges that end up in landfills take up to 1,000 years to decompose? By working together, we can help protect the planet and make sure empty cartridges don't end up in the trash. Not only do we recycle all of your ink and toner cartridges, regardless of brand, we give you three easy ways to do it.

- 1. Driver pickup program:** Our drivers will collect your cartridges the next time a delivery is made.
- 2. Prepaid return mailing label:** Mail your cartridges back for free. Simply print your label at [StaplesTechnologySolutions.com/TonerRecycling](https://www.staples.com/TechnologySolutions/Printer/Support/Cartridge-Recycling).
- 3. Pallet pickup from a loading dock:** For large quantities (300 cartridges – 100/pallet, min. 3 pallets), please email [recycle@staplesreturns.com](mailto:recycle@staplesreturns.com) to schedule a loading dock pick up.

**For more information about developing a recycling program, talk with your delivery driver or contact your Account Manager.**



See next page for the cartridge recycling process.

# Make a difference.

Staples recycles your ink and toner cartridges.

Staples is committed to recycling or reusing 100% of a cartridge's components, ultimately limiting the number of cartridges sent to landfills. The remanufacturing process emits 60% fewer carbon equivalents than manufacturing a new cartridge. And each remanufactured toner cartridge saves two quarts of oil. Cartridges that cannot be reused are recycled to create new products.

Once the cartridges are received at the Collection Center, they are evaluated for recycling or reusing.

## Recycling Cartridges

1. Cartridges sorted by material type
2. Cartridges disassembled to component level
3. Components recycled
4. Plastic cartridge parts ground up
5. Raw material is used to manufacture new products



## Reusing Cartridges

1. Cartridges qualified and sorted through ISO 9001 inspection process
2. Cartridges remanufactured and quality tested
3. Remanufactured cartridges inspected, tested and packaged
4. Cartridges ready for reuse



### Conserve natural resources.

Remanufactured cartridges minimize the waste of limited resources, such as plastic, steel, aluminum and rubber.

### Recycle packaging.

The packaging materials that protect the toner cartridge are designed for reuse when you return your old cartridge for recycling.

### Committed to the environment.

With more than 50 million ink and toner cartridges recycled over the past two years, Staples is one of the world's largest ink and toner recyclers.

To get started, talk with your delivery driver or visit [StaplesTechnologySolutions.com/TonerRecycling](https://www.staples.com/TechnologySolutions/Printer/Cartridge/Recycling).