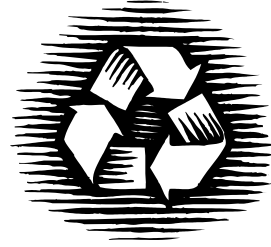




**FOOTHILL-DE ANZA
Community College District**



Help save the environment!!! Recycle old cell phones and empty ink jet cartridges! It's easy and free!!

- ✓ *2 ½ ounces of oil are used in every ink jet cartridge made!*
- ✓ *86% of all empty ij cartridges in the US are thrown away yearly!*
- ✓ *105 million empty cartridges are thrown away each year!*
 - ✓ *97 million cell phones are trashed each year!*
 - ✓ *Don't add to our landfills, recycle!*

The Foothill-De Anza Community College District and Office Depot have established a recycling program for used inkjet cartridges, laser cartridges, copier toner cartridges, and old personal cell phones. (Do not dispose of District cell phones in this program; send them to Plant Services.)

Office Depot has provided District Purchasing Services with cardboard collection containers (with prepaid UPS shipping label) for the inkjet cartridges. Contact Linda Mahi @ ext. 6193 in Purchasing Services to request the mailing box and shipping label. You must have at least 4 laserjet toner cartridges (or 4 single boxes taped together). If sending ink cartridges (smaller), the box needs to be full. The prepaid shipping label must be attached. Route the box to Linda Mahi at Purchasing Services. If you have questions, call her at x6193.

If you have only one or two inkjet cartridges and don't have or don't want to order a container, contact Linda Mahi x6193 to transmit them to her via interoffice mail.

FYI, the individual small plastic envelopes that were previously provided are no longer being used because of the increased cost of postage.

We encourage you to try Office Depot's recycled ink and toner cartridges as well. Office Depot offers many environmentally preferable products. They are shown online as well as in a catalog called "The Green Book." You may order this catalog with your next supply order.

If you have questions about this program, please contact District Purchasing Services, Linda Mahi at mahilinda@fhda.edu.

If you need an Office Depot online account, contact Eric Olague at olagueeric@fhda.edu or at x6906.