



**FREE RECYCLING SCHEME**  
**HOW TO GUIDE**

In association with First Mile, the Kingston First recycling scheme runs seven days a week to help save you time and money. Here's a quick guide on what to do.

### First Mile will provide you with the following to help label up your recycling:

- rolls of cream plastic sacks for your dry mixed recycling
- rolls of stickers for cardboard

These branded sacks and stickers are to identify your recycling for the First Mile team to collect.

## CARDBOARD STICKERS

You only need to use **one** sticker per 5kg of card – that's about 10 large cardboard boxes.

Simply flatten down your cardboard boxes and bundle them together, securing them with any brown or clear tape. Then just add **one** sticker to the front of the bundle and place the bundle(s) outside each day at your designated time.

There are two types of sticker currently available, rolls of perforated tape and the new, peelable stickers which are now coming into circulation. Please continue to use up the old tape until your stocks run out.



## DRY MIXED RECYCLING (DMR) SACKS

Your DMR sacks are cream and printed with red First Mile and Kingston First branding. You can use these to recycle all your other dry items (see list below).

Please ensure your DMR sacks are at least **¾ full** before they are placed outside for collection.



## DRY MIXED RECYCLING

### What's included:

- Office paper
- Newspaper
- Magazines
- Directories
- Leaflets
- Plastic milk containers
- Cardboard
- Junk mail and envelopes
- Plastic bottles
- Glass jars and bottles (up to 5% per bag)
- Drink cans
- Food tins

*Please ensure any food or drink packaging has been rinsed.*

### What's NOT included:

- Electrical appliances and computers\*
- Inkjet and toner cartridges\*
- Batteries\*
- CDs and DVDs\*
- Tetrapak milk and juice cartons
- Window glass
- Oils and pesticides\*
- Sand and building materials
- Wood
- Textiles\*
- Fire extinguishers\*
- Fluorescent tubes\*
- Lightbulbs\*
- Paint\*
- Engine oil\*
- Cooking oil\*

*\* These items can be recycled but will be charged. Please enquire for details.*

## USEFUL INFORMATION

### ORDERING NEW SACKS AND STICKERS

To order new stock, simply call First Mile on **0800 612 9894**

Your monthly allocation is fixed to 100 units of stickers (2 rolls) and 100 units of DMR sacks (4 rolls).

If you go over this and need some more, just call the Kingston First Office and speak to Tav Juttla or Lucy Caller who will arrange an extra delivery for you.

### COLLECTIONS

When signing up to the scheme, First Mile will have advised you when and where to place your bags and cardboard.

Simply place your bags and cardboard on the kerbside outside your business according to your collection schedule and it will be collected by First Mile within 2 hours of that designated time.

### MISSED COLLECTION

If your recycling hasn't been collected, please call First Mile on **0800 612 9894**

If you have any questions or queries, just call Tav Juttla or Lucy Caller on **020 8547 1221** or email [info@kingstonfirst.co.uk](mailto:info@kingstonfirst.co.uk)

[kingstonfirst.co.uk](http://kingstonfirst.co.uk)