

LAMP RECYCLE KIT INSTRUCTIONS

Wear safety glasses and gloves when handling materials for recycle

Fluorescent and other mercury containing lamps are regulated under the Federal Universal Waste Rule. When a lamp is discarded, whether it is used or new, it becomes a waste and must be evaluated for hazardous characteristics. Lamps that fail the Toxicity Characteristic Leaching Procedure (TCLP) for mercury or other metals are considered hazardous waste and are therefore subject to management as hazardous waste under the Resource Conservation and Recovery Act (RCRA). Alternatively, lamps and other 'Universal Wastes' (defined at 40 CFR 273.1) can be managed under the less stringent Standards for Universal Waste Management promulgated pursuant to the Universal Waste Rule (40 CFR 273). **Lamps must be shipped to a responsible recycler/waste company within one year of the initial accumulation date.** **Regulations may also vary from state to state.**

Instructions for Straight, U-Bends, HID, and other Lamp Boxes



Step 1:

Remove the straps from the folded cardboard box. Open the box and seal the bottom with 2"-3" packing tape. Make sure the edges, corners, and flaps are properly sealed with tape. If the kit contains a cardboard sleeve, insert the sleeve into the box.

Step 2:

Insert the poly liner inside the cardboard sleeve. If the kit does not contain a cardboard liner, then place the poly liner inside the cardboard box. **PLASTIC LINER MUST BE PLACED IN ALL KITS PRIOR TO LAMPS!**



Step 3:

Fill in the "Accumulation Start Date" on the Recycle Kit Label. Place the lamps for recycle in the plastic lined cardboard box. Lamps must be shipped to a responsible recycler/waste company within one year of the initial accumulation date.

Step 4:

If you plan on placing more lamps in the container at a later date, twist the poly liner to seal and use the included Velcro tabs to seal the flaps of the box between uses.



Step 5:

When you are ready to return ship the full container for recycling, seal the poly liner with the enclosed zip tie and use packing tape to ensure the liner has a completely air tight seal. Securely tape the top flaps of the box with 2"-3" packing tape. Make sure all edges, corners, and flaps are properly sealed with tape.

Continue to "INSTRUCTIONS TO COMPLETE FEDEX® GROUND PREPAID RETURN LABEL"

Instructions for Compact Fluorescent (CFL) and Miscellaneous Smaller Lamp Pails

Step 1:

Inside of each pail is a poly liner, zip tie, and instructions packet. Make sure you place the liner in the pail before any lamps for recycle are placed in the pail. Fill in the "Accumulation Start Date" on the Recycle Kit Label. Place the materials for recycle in the plastic lined pail. If you plan on adding more lamps at a later date, twist the poly liner to seal and screw down the lid between uses. If you ordered the small consumer box, fold into the shape of a box, tape, and place liner in box.



LAMP RECYCLE KIT INSTRUCTIONS (Continued)

Instructions for Compact Fluorescent (CFL) and Miscellaneous Smaller Lamp Pails (continued)



Step 2:

When you are ready to return ship the full container for recycling, seal the poly liner with the enclosed zip tie and use packing tape to ensure the liner has a completely air tight seal. If your recycle kit was shipped to you in a cardboard box, continue to step 3, if not, **Continue to "INSTRUCTIONS TO COMPLETE FEDEX® GROUND PREPAID RETURN LABEL"**

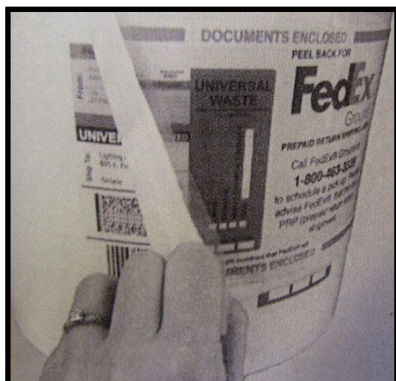
Step 3:

If your lamp recycle kit pail was shipped to you in a cardboard box, place the pail back into the shipping box. Securely tape the top flaps of the box with 2"-3" packing tape. Make sure all edges, corners, and flaps are properly sealed with tape. Note: the small consumer boxes only include a small box with a liner.

Continue to "INSTRUCTIONS TO COMPLETE FEDEX® GROUND PREPAID RETURN LABEL"



INSTRUCTIONS TO COMPLETE FEDEX® GROUND PREPAID RETURN LABEL



Each recycle kit comes with a prepaid return shipping label, known as a "PRP" within the FEDEX® organization. **THE RECYCLE KIT MUST BE SHIPPED VIA FEDEX® GROUND ONLY!** The PRP will either be located in the instructions packet enclosed inside the recycle kit, or it will be affixed to the recycle kit.

Fill in the "FROM" section with your/your company name and information, and check the box for "Lamps." Fill in the "Accumulation Start Date". (This is the date when waste is FIRST placed in the recycle kit). Regulations require that the recycle kits be returned within one year of the accumulation start date.

Shopper Receipt: 0860090 00394560 Receipt: 0860090 00394560 Shipper Number: 0860090

FedEx Ground® Package Returns Program

From: **YOUR COMPANY NAME**
Address: **& ADDRESS HERE**
City: **ONTARIO**
Zip/Postal: **91761**

Turn Over for Instructions
UNIVERSAL WASTE APPROVED

Ship To: RECYCLING
805 E. FRANCIS STREET
ONTARIO, CA 91761

FedEx Ground® PRP

Check one of the following for contents. Use a highlighter pen.

Lamp(s) ☒ Battery(ies) ☐ Mercury Containing Equipment ☐ Other ☐

ACCUMULATION DATE HERE

(9612018) **0860090** 00394560

Call FEDEX® Ground at 1-800-463-3339 to schedule a pick up.

Please advise FEDEX® that this is a prepaid return (PRP) label shipment. The PRP return numbers that FEDEX® will ask you for are the middle set of 7 digits to the right of the first digits in parenthesis. These are located under the large barcode.

Retain the "Keep for you Records" document to obtain your Certificate of Recycling.