



Proud to be your service provider for the collection of **Recyclables, Organics, & Garbage.**

Commercial Customer News

JUNE 2026

Reduce Paper Use at Your Business



Opt for digital documents instead of paper ones.

- Distribute reports and memos electronically.
- Scan incoming paperwork and store all documents on a network rather than in filing cabinets.
- Switch to electronic forms such as timesheets, purchase orders, and incident reports.
- Print on demand rather than stockpiling paper documents like letterhead and newsletters that will become outdated.
- E-mail or fax documents from your computer instead of using hard copies.
- Avoid printing e-mails and web pages; file them on a hard drive, not in a filing cabinet.

Use double-sided printing and copying.

- Print on both sides of a sheet instead of just the front.
- Set the default on all copiers and printers to double-sided.



Reuse single-sided print-outs, envelopes, and other paper products.

- Use paper that has printing on only one side and is blank on the other in a designated "draft" copier, printer, or paper tray.
- Reuse manila envelopes for internal mailings.
- Use outdated letterhead for in-house memos.



CalOSBA The California Office of the Small Business Advocate

CalOSBA serves as the voice of small business, representing their views and interests across the state and advocating for equitable access to capital, markets, and networks so that all California small businesses successfully start, manage, grow, and become more resilient. For an overview of CalOSBA's programs and to contact a Regional Advisor or Small Business Local Engagement Specialist within your region, visit Calosba.ca.gov

Holiday Service Schedule



There will be **NO CHANGES** to the collection schedule during the weeks of Independence Day and Labor Day.



BLUE = RECYCLABLES



GREEN = ORGANICS



GRAY = GARBAGE

Right-Size Your Service Levels!

Ensure your collection service levels are the best for your bottom line and meet state requirements.

Per state law SB 1383, businesses are required to have recycling and organics collection services. Significant savings are available for businesses that sort waste carefully and have the adequate levels of **RECYCLABLES** and **ORGANICS** service with ACI of San Ramon.

Are you compliant? We can help you improve (or start) your collection program today! Our Sustainability Specialists will visit your business to:

- conduct waste assessments and make service suggestions.
- help train staff & tenants on proper sorting techniques.
- provide service guidelines, posters, brochures, internal collection container options, & more.

PLEASE NOTE: **RECYCLABLES** collection services for San Ramon businesses are offered on a competitive, free market basis. Contact us for information on how ACI of San Ramon can help you start or improve your recycling program today!



Collection Service Tips

Help us provide safe and efficient service!

- Keep your collection cart/bin lids closed. Do not overload your containers.
- Make sure the area around your carts or bins is clear on collection day.

Need additional collection containers or more frequent service? Contact us, and we can help you create a tailored collection program to your needs.

GO GREEN AND SAVE MONEY BY PREVENTING WASTE

Preventing waste not only saves resources and reduces pollution, it also saves money. Visit: CalRecycle.ca.gov/greenbusiness for waste prevention tips regarding purchasing, packaging, equipment, landscaping, and more.

SHARE THIS INFORMATION WITH YOUR EMPLOYEES/TENANTS

This newsletter can be downloaded and printed from our website
SanRamonRecycles.com/commercial/resources



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Contact us:

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Aim for Zero Waste!

Sign up for paperless and auto-pay billing and we will plant a tree! Visit SanRamonRecycles.com/plantatree for more info.

