

ATTENTION
ALL Malkin TENANTS

Federal and State law requires Universal Waste Items to be managed properly and recycled. It is against the law to dispose of Universal Waste materials with your solid waste.

Malkin Properties is coordinating with *We Recycle!* to manage all of our Universal Waste Items. Universal Waste items include **all used mercury light bulbs, all batteries, and all used electronics.**

Malkin Property Managers, Engineers, Mechanics, and Porters are aware of the law and have completed training to safely manage and handle Universal Waste materials at Malkin Properties.

500 Mamaroneck Avenue has containers that are properly labeled and dated for used mercury light bulbs (lamps) and batteries. When Malkin personnel change your lamps, they will store the spent lamps in the appropriate containers to be recycled. Used batteries will also be stored in containers to be recycled. The containers are located in our 500 Mamaroneck Avenue location.

All Used Electronics are required to be managed properly and recycled according to Connecticut State Law.

Effective immediately all applicable charges associated the handling of the aforementioned materials [subject to universal waste recycling regulations] will be incorporated in your work orders.

When a tenant has a need to dispose of Used Electronics, such as computers & other electronic devices, toner cartridges (printer, fax, copier, etc.) they should call Leslie Isales at 914-698-5848 or 203-353-4028 to arrange a pick up of those materials. Ms. Isales will contact *We Recycle!*

We Recycle! will contact each tenant directly to arrange for prompt removal of all Used Electronics.
Allow approximately one week for service

We Recycle! will provide each tenant with signed certificates of recycling.

We Recycle! will provide certified data destruction upon request. (Our data destruction procedures are in exceedance of DOD standards).

If anyone has any questions about the requirements for managing Universal Waste at Malkin locations, please contact Leslie Isales at 914-698-5848 or 203-353-4028.

*Thank you for your cooperation and your commitment to a successful
Universal Waste recycling program for all Malkin Properties!*