

Richard Butts, Deputy City Manager

Solid Waste Management Services
25th Floor, East Tower
City Hall, 100 Queen St. W.
Toronto ON M5H 2N2Refer to: R. Dello
Tel: (416) 392-5806
Fax: (416) 392-4754
E-mail: rdello@toronto.ca

July 2010

Re: New Electronic Waste recycling containers – order now!

Dear Owner/ Property Manager:

Toronto is now expanding services for multi-residential buildings to make it even easier for residents to get rid of unwanted electronics and ensure these items are recycled and kept out of landfill sites.

The City will help you in your efforts to increase recycling at your building by providing free electronic waste containers (E-boxes) for use in a centralized area of the building accessible to residents. E-boxes are lime green and approximately 19” x 16” x 16” in size and they should be used to collect small electronic items such as: cell phones, pagers, radios, cameras, video recorders, computer cables and accessories. Portable and laptop computers, keyboards, VCRs and DVD players may also be put in the E-boxes, as long as the total weight of the box does not exceed 20kg.

Large items such as: desktop monitors, printers, scanners and modems, copiers, typewriters, fax machines, televisions, stereos, receivers and speakers should be brought to your regular collection point designated for bulky items. *Please see enclosed for the list of accepted items.*

The E-box with its contents will be considered one item, while the larger electronics will be counted individually. Once your building has collected a minimum of five (5) items, simply call 311 to arrange for free City pick-up. Place the E-box(es) and larger electronic items at your regular collection point designated for bulky items. To ensure proper collection, electronic items must be separated from other bulky items, such as furniture.

Ordering & delivery

Step 1: Determine the number of containers you would like to order. We suggest one container for every fifty units, if adequate space is available.

Step 2: Call 311 to place your order.

Step 3: When you place your order, please have the following information available:

- Your water/waste utility account number listed above
- Complete building and delivery address, including postal code
- Designated delivery contact and phone number

Step 4: **E-boxes will be delivered with an information package to buildings starting in September.** Starting in August, you can call 311 to arrange for pick-up and you can use an open cardboard box to place small electronic items out for collection. Please ensure the box of electronics is visible at your collection point. Once you begin using the E-box(es), if you have a demonstrated need for additional containers you can contact 311 to order more.

.../2

We thank you in advance for your help in moving Toronto closer to reaching our goal of 70% diversion.

For more information about the new E-boxes, visit www.toronto.ca/garbage/multi, or call 311.

Yours truly,

A handwritten signature in black ink, appearing to read 'Vincent Sferrazza', with a stylized flourish at the end.

Vincent Sferrazza
Director, Policy and Planning
Solid Waste Management Services

Encl.