

MINNESOTA WASTE WISE FACT SHEET

Printer Cartridge Recycling Guidelines

Packing and Shipping Your Ink Jet Cartridges



Locate a sturdy box that will hold a minimum of 18 inkjets (or use one provided).

1. Place crumpled newspaper in the bottom of the box
2. Line the inside of the box with inkjet cartridges
3. Fill the top of the box with crumpled newspaper so that the cartridges don't rattle or shift once the box is closed
4. Tape the box securely and apply a yellow ARS label to the box (**yellow ARS label not necessary if using a Funding Factory box**)
5. Leave box at a regular UPS drop-off location (or out for your UPS pick-up)
6. Box can be no heavier than 40lbs

Packing and Shipping Your Laser Cartridges

Locate a sturdy box no larger than 20"Wx20"Hx24"D that will hold a minimum of 8 lasers (or use one provided).

1. Place laser cartridges inside OEM boxes or original packaging
 - a. Foam end caps and original packaging protect the cartridges during shipping
2. If you do not have original packaging, make sure to wrap newspaper or bubble wrap around the cartridge
3. It is encouraged to save the original boxes and end caps
4. Tape the box closed and apply a yellow ARS label to the box (**yellow ARS label not necessary if using a Funding Factory box**), then leave it at a regular UPS drop-off location (or out for your UPS pick-up)



Packing and Shipping Your Super Inkjet Boxes

Each box holds approximately 60 to 72 inkjet cartridges

1. Line the bottom of the box with 20 or more inkjet cartridges
2. Insert one divider sheet of cardboard (provided with box)
3. Line the second layer with 20 or more inkjet cartridges
4. Insert second divider sheet of cardboard
5. Line the third layer with 20 or more inkjet cartridges
6. Fill the top of the box with crumpled newspaper so that the cartridges don't rattle or shift once the box is closed
7. Tape the box closed and leave it at a regular *UPS drop-off location* (or out for your UPS pick-up)

To avoid unnecessary shipping fees, your boxes should be sent back using one of the following methods:

1. Leave your boxes out for the UPS driver to see when making deliveries. UPS drivers are required to pick up packages with ARS labels when they drop off packages.
2. Take your filled boxes to a UPS authorized drop-off location.

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