

**Subject:** Details for August Recycle Your Computer campaign

Thank you for participating in Cuyahoga County's August Recycle Your Computer campaign. Most of you have upcoming collections scheduled for residents. Please see below for more details about this recycling program.

### **WHAT CAN BE RECYCLED?**

Acceptable home computer equipment includes CPU's, laptops, tablets, monitors, keyboards, mice, printers, terminals, modems, cables, software, ink printer cartridges, and battery back-ups. Cell phones and their accessories are also accepted. See the attached flyer from our program partner RET3 job corp.

Please do not include ballasts or other hazardous wastes in with the computer recycling.

### **WHY USE RET3 JOB CORP.?**

There are many area businesses that offer computer recycling services. Some even provide rebates for the equipment you collect. The District continues to support RET3 job corp., a non-profit organization that has provided much needed services to Cuyahoga County since 2003. Currently, RET3 is finalizing the R2 certification process. They recycle, reuse, and refurbish 100% of the electronic equipment, cell phones, and ink jet cartridges donated to the organization. They hire employees from Cleveland neighborhoods and operate a job training program. By providing computer training and education to their staff, RET3 helps create a better local workforce. RET3 also donates refurbished computers to local schools, which helps ensure that area students receive the technology and computer training necessary in today's digital society.

### **IS A DONATION TAX DEDUCTIBLE?**

Yes, if the computer equipment is delivered to non-profit RET3 job corp. Residents can obtain a receipt by contacting the Cuyahoga County Solid Waste District at [\(216\) 698-2265](tel:2166982265) or [swdinfo@cuyahogacounty.us](mailto:swdinfo@cuyahogacounty.us). A name and mailing address must be provided and a tax receipt will be mailed. The District does not provide a value for the equipment.

### **WHAT ABOUT TELEVISIONS AND OTHER ELECTRONICS?**

Rather than using public dollars to dispose of televisions, encourage residents to take advantage of Best Buy's free year-round electronics recycling program. Best Buy accepts televisions 32" or smaller and other electronics. For a full list of items, visit [www.bestbuy.com/recycling](http://www.bestbuy.com/recycling)

### **WHERE SHOULD YOUR CITY DELIVER WHAT YOU COLLECT?**

Deliver computer equipment to RET3 job corp., 1814 East 40th Street, Cleveland. The building is located between Chester Ave. and Payne in the Midtown corridor and the entrance is at the rear of the building. Schedule your drop-off Monday-Friday between 8:00 a.m.-3:00 p.m. Call RET3 job corp. at [\(216\) 361-9991](tel:2163619991).

Gaylord boxes and shrink-wrap are available for packaging your material. Pick-up for these items is at RET3 job corp. Call at least one day in advance of needing supplies ([216/361-9991](tel:2163619991)). Please do not use HHW supplies (the Questar flexbins/boxes/liners from Clean Harbors) for computer recycling.

Monitors and CPU's should be stacked accordingly and shrink-wrapped onto pallets. Transport the computer equipment on pallets so they are easily moved by a towmotor. All peripherals, software, cords, cell phones and ink printer cartridges should be placed in a gaylord box, including booklets and accessories.

If required, ask for a weight slip or receipt at the time of delivery.

### **WHAT WILL HAPPEN TO THE DATA ON THE COMPUTERS?**

All computer hard drives received by RET3 are erased of all data via Blancco Certified Data Erasure. This secure system eradicates all the information stored on the computer and protects confidentiality. RET3 has a "How to Erase your Hard Drive" tutorial on their website at [www.ret3.org](http://www.ret3.org). Just scroll to the bottom of the home page.

After the hard drive is cleaned, usable computer systems are remanufactured. Unrepairable equipment is completely deconstructed. If a donation does not meet school specifications, RET3 job corp. will recycle the equipment in a process that is fully compliant with EPA standards and offers a 100% no-landfill guarantee. Raw materials are sold, and profits benefit the program.

### **DO YOU HAVE A BUSINESS IN YOUR CITY WITH EQUIPMENT TO RECYCLE?**

Computer equipment from businesses does not have to be accepted by your city service department during Recycle Your Computer Month. It is up to you whether you want to provide labor, transportation, and time to collect and sort business equipment.

Businesses with computers can call RET3 job corp. ([216/361-9991](tel:2163619991)). RET3 will be more than happy to provide service to businesses in your city.

### **WHERE IS A LIST OF LOCATIONS WHERE RESIDENTS CAN TAKE COMPUTERS?**

Check the District's website at [www.cuyahogaswd.org/en-US/computer-recycling.aspx](http://www.cuyahogaswd.org/en-US/computer-recycling.aspx). It includes an up-to-date list of municipal collection events.

### **OTHER DETAILS**

The District will promote the program via print, digital, and radio advertising during the month of August.

When promoting your computer collection to residents, please credit the Cuyahoga County Solid Waste District and by mentioning that your collection is a part of the countywide Recycle Your Computer promotion.

Be sure to inform city hall and receptionists of your collection details.

If you are referring your residents to the Solid Waste District, please have them call the District's main number at [\(216\) 443-3749](tel:2164433749).

If there are questions about the campaign, I can be reached at [\(216\) 443-3707](tel:2164433707) or [csnyder@cuyahogacounty.us](mailto:csnyder@cuyahogacounty.us)

Thank you!  
Cristie

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Follow us!

[facebook.com/solidwastedistrict](https://facebook.com/solidwastedistrict)

Twitter: @RecycleCuyahoga

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*RET3 job corp. is a 501c3 non-profit dedicated to the environmentally friendly disposal of end-of-life electronic equipment. RET3 job corp. has the capability to manage most electronic wastes from both residential and commercial generators.*

**\*\* Acceptable Materials \*\***

<b>Category</b>	<b>Products</b>
Computers	Desktops – Towers - Laptops
Tablets / E-Readers	iPad – Kindle Amazon – Nook – etc.
Computer Monitors	LCDs - CRTs
Computer Components	Hard Drives, Circuit Boards, Power Supplies, CD-ROM Drives
Computer Peripherals	Keyboards, Mice, USB Drives, Speakers, Cables, Cords, etc.
Printers	Laser and Ink Jet – Photo – All in One – Toner and Ink Cartridges
General Office Equipment	Scanners – Fax Machines – Paper Shredders – etc.
Telecom Equipment	Phone Systems – PBX Systems
Networking Equipment	Switches – Hubs – Routers – Modem - Wireless Equipment
Servers	Any Make or Model / Main Frames
Phones	Cell Phones – Smart Phones – Office/House Phones
Video Games	PS3 – Wii – Xbox – etc.
Stereo Equipment	DVD – Blu Ray – VCR – Receivers – Record Players – Radios - etc.
Batteries	Battery Back-Up Devices – Disposable – Rechargeable - Electronic
All Accessory Cables / Manuals	Wire – Cords – Power Adapters – Chargers – etc.
Other	Microwaves - Remotes – Cameras – Software – Tape Drives

**\*\* Non-Acceptable Materials \*\***

<b>Category</b>	<b>Products</b>
NO Televisions	Older Tube Model, Console, Projection, LCD – Plasma - LED
NO Household Appliances	Toasters, Blenders, Vacuums, Refrigerators, Coffee Makers, etc.
NO Hazardous Waste	Paint, Motor Oil, Medical Electronics, Ballasts
NO Liquid Mercury Containing Items	Thermometers, Thermostats, etc.
NO Light Bulbs	Incandescent, Fluorescent, CFL, LED