

Lorain County Building Survey to Improve Recycling Services



This survey is a follow-up to the "walk-through" of your building and offices conducted by the **Lorain County Solid Waste Management District** and the **Lorain County Facilities Management Department** during the week of April 6, 2015. The survey's intent is to gather additional detail with regard to recycling services, and determine the number and type of recycling containers needing to be purchased, and the types of recyclables generated within your department.

Please answer the questions below as completely as possible, and email the completed form & any other pertinent documents to: **Beverly Gardner** at the Lorain County Solid Waste Management District at bgardner@loraincounty.us. If you have questions, please contact Beverly at (440) 328-2248 or at the email address above. Thank you.

Part 1 - General Information

Name of Department/Office _____
 Address _____
 City _____ Zip _____
 Contact Person _____ Title _____
 Phone _____ Email address _____

Part 2 – Recycling Services Information

1. Do you currently have recycling collection containers for:

a. paper <input type="checkbox"/> Yes <input type="checkbox"/> No	b. bottles and cans <input type="checkbox"/> Yes <input type="checkbox"/> No
c. food waste <input type="checkbox"/> Yes <input type="checkbox"/> No	d. toner cartridges <input type="checkbox"/> Yes <input type="checkbox"/> No
e. shredded paper <input type="checkbox"/> Yes <input type="checkbox"/> No	
f. Other (describe) _____	



2. How many employees work in your department or office? _____

3. Please provide the following information:

	Area or space	Total Number	Number with...
a.	Workstations		recycle container for paper
b.	Copiers		Slim Jims in proximity (see picture above)
c.	Break-rooms or kitchens		recycle container for bottles and cans
d.	Conference rooms		recycle container for paper
			recycle container for bottles and cans
e.	Vending areas		recycle container for bottles and cans
f.	Public waiting/reception areas		recycle container for paper
			recycle container for bottles and cans

4. If your department or office contracts for paper/records shredding services, please enter the name of the company or entity providing these services. _____
5. Please describe any other recycling need for your department or office. _____

THANK YOU for completing the survey!