

# IT'S EASY TO REDUCE WASTE AT ANY BUSINESS!

Did you know that about half of all waste generated in Montgomery County comes from businesses, organizations, and government facilities? Reducing the amount of waste generated at your workplace will help protect our environment. You will likely be able to reduce your trash disposal costs and increase profitability. Join Montgomery County to reduce waste and recycle more, aiming for zero waste.

## Reduce Waste – Don't Create It in the First Place.

Prevent waste, and there is no need for collection, processing, and disposal. You conserve valuable natural resources and protect the environment, benefiting all of us, our children, and future generations.

**FOLLOW THESE SIMPLE WAYS TO  
REDUCE THE AMOUNT OF WASTE  
GENERATED AT YOUR BUSINESS.**

**FOR MORE INFORMATION:**  
[MontgomeryCountyMD.gov/RecycleRight](http://MontgomeryCountyMD.gov/RecycleRight)  
or call 311 or 240-777-0311.



Montgomery County, Maryland  
Department of Environmental Protection  
Recycling and Resource Management Division  
Waste Reduction and Recycling Section  
2425 Reddie Drive, 4th Floor  
Wheaton, Maryland 20902

[MontgomeryCountyMD.gov/RecycleRight](http://MontgomeryCountyMD.gov/RecycleRight)  
Phone: 3-1-1 or 240-777-0311  
TTY: MD Relay 711

This information is available in an alternate format  
by calling 240-777-6421.



**FACEBOOK: MyGreenMontgomery**  
**TWITTER & INSTAGRAM: MyGreenMC**  
**FLICKR: DEP Montgomery County**  
**YOUTUBE: MontgomeryCountyDEP**



# How to Reduce Waste In Your Retail Business



[MontgomeryCountyMD.gov/RecycleRight](http://MontgomeryCountyMD.gov/RecycleRight)



Reduce waste at your retail business by looking at your trash and seeing what it's mostly made of.

## Reduce Waste Before It Starts

- Look at your trash – what's it mostly made up of?
- Buy supplies and office products in bulk, with less shrink wrap and packaging
- Work with suppliers to reduce packaging and offer products that are not over-packaged



Reduce packaging and offer products that are not over-packaged.

- Encourage use of reusable containers and shopping bags
- Save hangers for reuse
- Take back hangers from customers
- Require suppliers to take their pallets back



Encourage the use of reusable shopping bags.

- Reuse crates, boxes, baskets, and pails as many times as possible
- Repurpose or donate displays
- Reduce ordering large quantities of products that have expiration dates



Minimize excessive packaging.

## Daily Activity

- Minimize excessive packaging when a customer makes a purchase
- Ask customers if they really need a bag for small purchases
- Encourage customers to use reusable containers or shopping bags
- Send receipts by email instead of printing receipts
- Write daily/weekly sales on dry erase boards instead of using paper signs
- When printing, be sure to use double-sided printing
- Place recycling bins at your store for customers and employees



Send receipts by email.

## Behind the Scenes

- Educate employees about reducing waste
- Ask vendors to reduce bulky packaging when shipping merchandise



Educate employees about reducing waste.

- Reuse materials such as pallets, boxes and clothes hangers
- Use online catalogs, social media and e-newsletters instead of printing
- Donate, discount, or recycle damaged or outdated merchandise



Instead of printing, use online catalogs, social media and e-newsletters.



Outdated merchandise can be donated or recycled.

- Consider a space-saving cardboard baler to make it easier to store and recycle large amounts of cardboard boxes