



# CIGARETTE RECYCLING PROGRAM INSTRUCTIONS



## STEP 1

**Sign Up:** Go to [www.terracycle.com](http://www.terracycle.com) to create a TerraCycle account and sign up for the free Cigarette Waste Recycling Program. From our website, you may also purchase cigarette waste receptacles to facilitate your collections.



## STEP 2

**Collect:** Place receptacles, ashtrays, or other collection apparatuses in areas where regular smoking occurs. Accepted cigarette waste includes: **Extinguished cigarettes, cigarette filters, loose tobacco pouches, outer plastic packaging, inner foil packaging, rolling paper, and ash.** Once collection receptacle is full empty the cigarette waste contents into a durable and sealable plastic bag for collection and storage.



## STEP 3

**Pack for Shipping:** Transfer the bagged cigarette waste into an appropriately sized box for shipping. If you are using your own collection bin please do not put loose cigarette waste directly in box without bagging first. Securely seal your shipping box with packaging tape.



## STEP 4

**Ship to TerraCycle:** Download and Print a free prepaid UPS shipping label from your TerraCycle website account and affix it to your box. Have your shipment picked up or dropped off for UPS servicing.

## Processing and Conversion

TerraCycle sterilizes the waste and then shreds and separates it by material type. Tobacco and paper are composted and filters are turned into plastic pellets. These pellets can then be used in a variety of industrial applications including the creation of new plastic products like ashtrays, shipping pallets, or plastic lumber



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