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Dear Business Owner,

Thank you for your participation in Pope/Douglas Solid Waste Management's (PDSWM) Fluorescent Bulb Recycling Program. As a customer of Alex Light and Power, Agralite Electric Co-operative or Runestone Electric Association, your business has had the opportunity to recycle fluorescent bulbs free of charge on designated days at PDSWM.

We are happy to report that the fluorescent bulb program has seen a steady increase in participation over the past year. In order to continue providing this free service, and to run it as efficiently and as safely as possible, we would like to remind all businesses of the guidelines of this free program.

BEFORE Shipment Day:

- Properly store and maintain an accurate count of fluorescent bulbs.
 - This includes keeping bulbs stored in a sturdy box or lamp barrel.
 - Marking full boxes or barrels with number of each type of bulbs it contains.
- Complete 'Recycling Form' online www.popedouglasrecycle.com/hazardous.cfm or use paper form and return by fax.
- Contact the Retrofit Companies to order boxes or lamp barrels if needed.

Marill Woodruff Inside Sales, THE RETROFIT COMPANIES®

651-717-4960 (p) | 800-795-1230 (ff) | 651-717-4961 (f) | mwoodruff@retrofitcompanies.com

2960 Yorkton Blvd. Little Canada, MN 55117

Shipment Day:

- Please only bring bulbs during the designated drop-off time, you will be informed approx. one week in advance.
- If your bulb count has changed since registration, please bring those written changes with the bulbs.
- Only those businesses who have registered their bulbs will be allowed to deliver bulbs on shipment day.
- **AS OF 2012: Bulbs must be packaged in sturdy sealed boxes for PDSWM to accept them for recycling.**
 - Acceptable packaging: Sturdy, sealed cardboard boxes OR lamp barrels with covers.
 - **Unacceptable packaging: Bulbs bound by tape or plastic wrap, uncovered lamp barrels or boxes with lamps/bulbs exposed.**
 - **If bulbs are delivered in unacceptable packaging, the deliverer will be asked to take bulbs back and repackage for NEXT SHIPMENT DATE if they are brought in unsuitable packaging.**

Please contact Kala Fisher, Environmental Coordinator, if you have any questions regarding this program by calling 320-763-9340 or by email at pdswmec@rea-alp.com . Thank you again for recycling your fluorescent bulbs!