

## BASIC SET-UP

### Good for:

- High traffic areas
- Common spaces
- Office kitchens
- Meeting rooms
- Waiting rooms

### Includes:

- Bin for recyclables
- Bin for compostables
- Bin for landfill
- Clear signs or examples of acceptable materials



## BATHROOM SET-UP

### Good for:

- Bathrooms
- Locker rooms

### Includes:

- Bin for compostables
- Bin for landfill
- Clear signs with pictures



## OFFICE SET-UP

### Good for:

- Office desks
- Cubicles
- Patient rooms

### Includes:

- Bin for compostables
- Bin for landfill
- Bin for recyclables



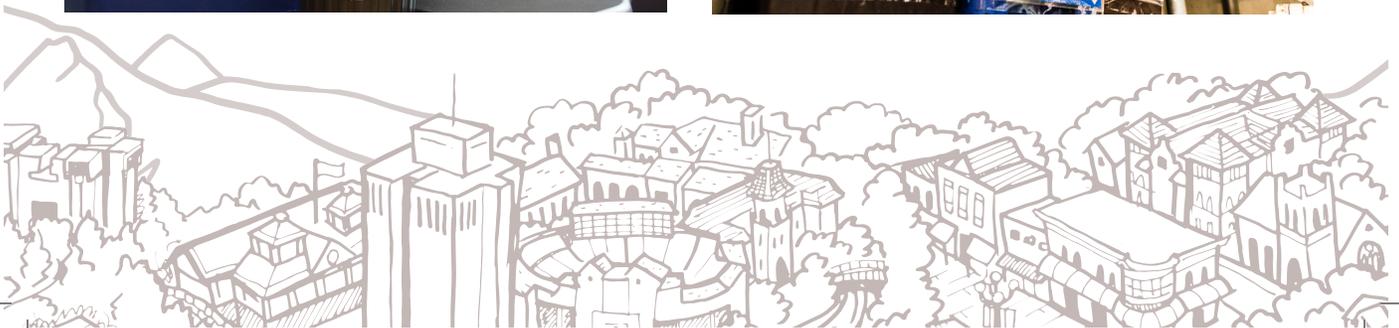
## KITCHEN SET-UP

### Good for:

- High-production kitchens (food prep, cooking line, dish-washing station)
- Locations with large food waste stream

### Includes:

- Large bin for compostables
- Bin for landfill
- Bin for recyclables
- Clear signs with pictures



# HOW TO SET UP YOUR NEW BINS



Where you place bins and signs is key to your zero waste success. In most cases, a three-bin, side by side set-up works best with a bin each for compostables, recyclables, and trash, or landfill. Your business is unique. Adjust these guidelines to make your set-up work best for you. If you have specific questions or need a helping hand, please email [zerowaste@bouldercolorado.gov](mailto:zerowaste@bouldercolorado.gov).

## DO:



Have color-coded bins (typically green for compostables, blue for recyclables, black/grey for trash, or landfill).



Post clear signs that are easy to read and show specific materials.



Place basic zero waste set-ups with one bin for each material stream in high-traffic areas.



Place recycling and composting bins for convenience. They should be as, if not more, convenient than trash bins.



Use BPI-certified liners for compostables bins.

## AVOID:



Using bins of the same color for different waste streams.



Placing a trash bin without recycling and composting bins nearby.



Placing bins without their matching signs.



Posting labels that say only “recycle”, “compost” or “landfill” in place of signs that include pictures of specific materials.



Using regular plastic bag liners in bins for compostables.