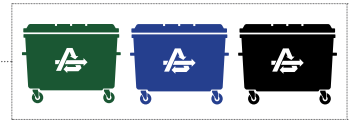


# ANNUAL TENANT REMINDER FOR ORGANICS AND RECYCLING



Dear Property Owner/Management,

It is time for you to conduct your state-required, annual tenant reminder. Athens is here to help; below we have provided language that you can utilize.

## WHAT IS THE ANNUAL OUTREACH REQUIREMENT?

As part of the outreach efforts for Senate Bill 1383, property owners/managers for multi-family dwellings must, “Annually educate employees, contractors, customers, and tenants on how to properly sort organics waste into the correct bins.” For more information visit [AthensServices.com/SB-1383](https://AthensServices.com/SB-1383) or [CalRecycle.CA.gov/Organics/SLCP](https://CalRecycle.CA.gov/Organics/SLCP).

## SUGGESTED NEXT STEPS

1. Feel free to use the following tenant outreach language or make it your own. (An online version of this text can be found at [AthensServices.com/SB-1383](https://AthensServices.com/SB-1383).)
2. We recommend adding a line of text indicating where the recycling and organics waste containers are located on the property.
3. Send the notice to your tenants via email, printed copies, and/or your property’s preferred communication source.

## EXAMPLE TEXT FOR ANNUAL TENANT REMINDER

### Email Subject Line:

Reminder - Separate Your Food Scraps and Recyclables

### Email Content:

Dear Tenant,

Thank you for your participation in our building’s food scraps and recycling collection program as part of our compliance with California Senate Bill SB 1383.

### What goes in the green waste container?

Garden and plant waste; food scraps; and 100% fiber-based, food-soiled paper go in the green waste container. All types of food scraps are accepted including fruits, vegetables, meat, dairy, and bones, and more. For tips on how to collect food scraps in your kitchen, visit [AthensServices.com/Food](https://AthensServices.com/Food).

### What goes in the blue recycling container?

Recyclables include aseptic and gable top cartons; glass food and beverage containers; metal; paper; and plastics #1, #2, and #5. Items do not need to be spotless, but please empty them of all food and liquids. To perfect your recycling skills, visit Athens Services’ recycling guide at [CanIRecycleMy.com](https://CanIRecycleMy.com).

### Why Organics Recycling?

Per [Senate Bill 1383](https://AthensServices.com/SB-1383), California businesses, schools, multifamily complexes, and residents must place in their green waste container landscaping and plant waste; food scraps; and food-soiled paper (100% fiber-based). Our waste hauler, Athens Services, collects these items and turns them into compost and energy. The decomposition of organics waste in the landfill emits 20% of California’s methane, resulting in the third largest, human-related source of methane in the state. By diverting organics from the landfill, you are part of the solution in helping to protect the environment and future generations.

If you have any questions about the food scraps collection program, please contact the property manager.

Sincerely,