


# North Star

FORMS, LLC

[www.northstarforms.com](http://www.northstarforms.com)

**2010 RECYCLING CALENDAR**



**RECYCLING CALENDAR & GUIDE ENCLOSED**

**VASHON ISLAND RECYCLING GUIDE**

Recycle more, reduce the amount of garbage you make to possibly save on your garbage bill!

**4 BIN SYSTEM**

- 1 PLASTICS**  
Milk & other plastic bottles, with neck smaller than the base.
- 2 CANS**  
Aluminum & Metal Cans
- 3 MIXED PAPER & CARDBOARD**  
Newspaper, Paper Bags, Paper Shredding (Place in paper bag), Magazines, Catalogs, Paper Cartons, Frozen Boxes, Cereal Boxes & Cardboard
- GLASS BOTTLES**  
Green, Clear & Brown

WHEN THROUGH CONTAINER OF

For questions or additional information call 253-414-0545 or visit [www.800-806-7044](http://www.800-806-7044).  
Questions can be e-mailed to [Yisland@qualia-wasteconnections.com](mailto:Yisland@qualia-wasteconnections.com) or visit our website at [www.ManureySlips.com](http://www.ManureySlips.com)

Help Us Remove Your WM Waste Container



Waste Management of Ohio  
800-343-6047

**WM** THINK GREEN

DEAR CUSTOMER,

Please be advised that Waste Management has attempted to retrieve the Waste Management cart from this address but we have been unsuccessful. Please call Waste Management to schedule a time mutually suitable for removal of the cart within 3 business days. If the cart is unable to be retrieved, your account will be assessed an \$800.00 fee for the cost of the cart.

Please call Waste Management at 800-343-6047 to schedule a time for the removal of the cart.

Please note that the cart must be outside at curb or in an area that you will describe to customer service representative.

If you for your assistance. Respectfully,  
Waste Management of Ohio  
800-343-6047

**WM** THINK GREEN

**OVERWEIGHT**

Oops! Your refuse container slightly exceeds the 40lb weight limit.

Your refuse container exceeds the 40lb weight limit.

Additional charges apply for overweight materials. Overweight materials may be rejected and left behind. Please call our office for solutions on reducing future container weights through increased recycling or by increasing your weekly can quantity.

**DM DISPOSAL INC** DM Disposal 253-414-0547  
Waste Connections Inc. COMPANY

**TIRE CHANGE RECORD**

WORK ORDER #

TRUCK	TRAILER	DRIVER	DATE	TIME	LOCATION	REASON FOR CHANGE	REPAIR	REMARKS
LF	TR	MPG	OFF	BRAND	MPG	BRAND	MPG	OFF
RF	TR	MPG	OFF	BRAND	MPG	BRAND	MPG	OFF
LL	TR	MPG	OFF	BRAND	MPG	BRAND	MPG	OFF
RL	TR	MPG	OFF	BRAND	MPG	BRAND	MPG	OFF

# FORMS & BROCHURES

*Catalog*

**PREVENTIVE MAINTENANCE INSPECTION**

WASTE MANAGEMENT OF OHIO

Waste Management of Ohio

ITEM	DESCRIPTION	STATUS	DATE	TIME	LOCATION	REMARKS
1	Oil Level	OK				
2	Water Level	OK				
3	Brake Pads	OK				
4	Brake Fluid	OK				
5	Steering	OK				
6	Tires	OK				
7	Lighting	OK				
8	Washers	OK				
9	Wax	OK				
10	General Inspection	OK				

**Important Service Day Change**

To ensure you continue to receive timely, high quality service, please note that your weekly collection day will be **TUESDAY**.

In addition, your first collection under the new schedule will begin on **TUESDAY, OCTOBER 26, 2010**.



**WM** THINK GREEN

# Contents



## Page

- |   |                              |
|---|------------------------------|
| 1 | Forms                        |
| 2 | Postcards, Notes & Notecards |
| 3 | Door Hangers                 |
| 4 | Flyers & Self-Mailers        |
| 5 | Brochures                    |

### TO ORDER

Phone: (877) 499-0492 toll-free, or (360) 666-3536

Fax: (360) 397-1910

E-mail: [sales@northstarforms.com](mailto:sales@northstarforms.com)



*North Star* ★  
FORMS, LLC



This is a sampling of form examples. Please contact us with your specific form need.

TIRE CHANGE RECORD form with fields for vehicle info, tire size, odometer reading, and a table for tracking tire changes.

HEAVY DUTY VEHICLE TRUCK PREVENTIVE MAINTENANCE INSPECTION form with detailed checklists for engine, transmission, brakes, and other systems.

BODY INSPECTION form with a grid for inspecting various body parts and sections of the vehicle.

CODES - REASON FOR REMOVAL form with a table mapping codes to reasons like retreading, stock, or repair.

Daily Heavy Equipment Inspection form with a checklist for various equipment components.

DAILY DRIVER'S INSPECTION & VEHICLE CONDITION REPORT form with sections for pre-trip, post-trip, and vehicle condition.

Roll Off Trailer - Dry Pre & Post Trip Inspection Form with a checklist for trailer components.

INSPECT MACHINE FOR LEAKS form with a checklist for engine, coolant, and other fluids.

VEHICLE CONDITION REPORT form with a grid for recording vehicle status and a section for urgent safety repairs.

PURCHASE ORDER form with fields for item details, pricing, and terms.

# POSTCARDS, NOTES & NOTECARDS

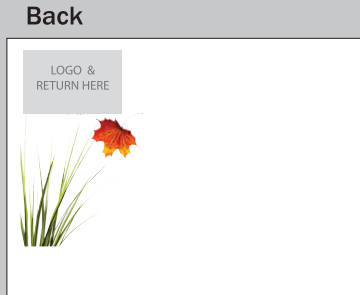


This is a sampling of postcard and notice examples. Please contact us with your specific postcard or notice need.

## Postcards

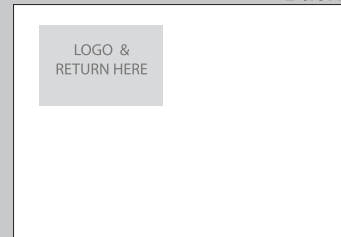


Front



Front

Back



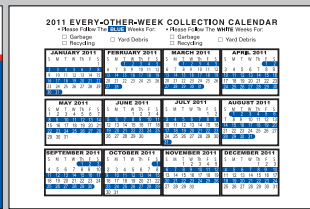
Back



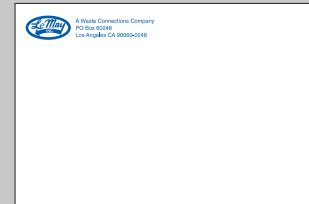
Front



Front

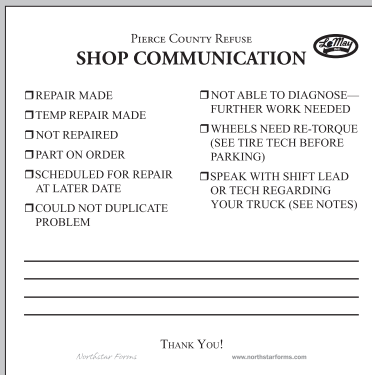


Calendar Option Side



Mail Side

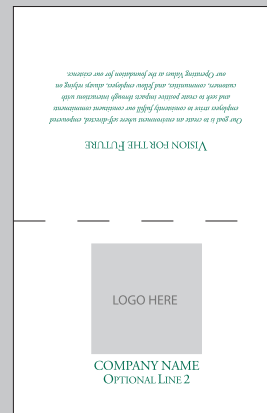
## Notes & Notecards



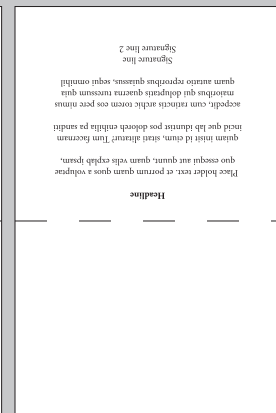
Post-It



Tag Notice



Notecard (front/back)



Notecard (inside)

2

### TO ORDER

Phone: (877) 499-0492 toll-free, or (360) 666-3536

Fax: (360) 397-1910

E-mail: sales@northstarforms.com




North Star FORMS, LLC

# DOOR HANGERS



This is a sampling of Door Hanger examples. Please contact us with your specific need.

## One-Sided





  
**New Waste Collection  
Pick-Up Schedule**  
  
**Beginning April 5th your scheduled TRASH pick up will change.**  
 Nobody likes surprises - which is why we are giving you advance notice of changes that will soon improve your waste collection service. These changes have been made in order to service you more consistently, effectively and with safety as the top priority.  
**Effective the week of April 5, 2010, your scheduled pick-up day for Waste Collection will move to WEDNESDAY.**  
*We sincerely apologize for any inconvenience.*  
 Your Friends at Waste Management of Ohio, Inc.  
 Toll Free: 1-800-343-6047  
 E-mail: [NEOHCustomerService@wm.com](mailto:NEOHCustomerService@wm.com)  


## Two-Sided



  
**Special Promotion  
For New Customers**  
*Don't settle for less.  
Go with the best!*  
  
 LOGO HERE  
**522-0078**  
 Promo Code \_\_\_\_\_ Rate \_\_\_\_\_

Front




## Back

  
**\*No Start-up Fees\***  
**ATTENTION RESIDENTS!**  
 Easy to roll... Even when fully loaded, family members will find the  easy to roll.  
 Capable of holding 96 gallons of household waste... In other words, the  replaces the equivalent of three 32 gallon containers.  
 Extra Waste... We remove items set out beside the cart at no additional cost. (i.e. bags of leaves, grass, appliances).  
 Easy to care for... All it takes is an occasional rinsing with a garden hose.  
 At the curb with a cart  will offer you more! We also offer curbside recycling for your convenience.  
 To begin service immediately, or for more information, please call our residential customer service representatives at 522-0078.  
 LOGO HERE  
**\*Special rates for homeowners associations also offered.**

  
  
**Get Rewarded for Recycling!**  
 Waste Connections of Tn, Inc. (Southern Disposal) is pleased to offer residential recycling and an exciting rewards program for your efforts.  
 Call 901.398.5400 for details or visit [wasteconnectionsmemphis.com](http://wasteconnectionsmemphis.com)




  
**Turn your recyclables into rewards!**  
 Waste Connections of TN, Inc is proud to have partnered with RecycleBank, an incentive based program for recycling.  
 RecycleBank rewards households for recycling efforts - each time you set out your cart you'll earn points! When you recycle you are rewarded with points that can be used for savings and discounts at hundreds of local and national businesses.  
 The more that's recycled the more you can earn!  
 Contact Waste Connections for more details about this exciting recycling program available to your neighborhood!  


Two-Sided with color background

  
**Important Service Day Change**  
  
 To ensure you continue to receive timely, high quality service, your new weekly trash collection day will be **TUESDAY**.  
 In addition, your first collection under the new schedule will begin on **TUESDAY, OCTOBER 26, 2010**.  


Front

## Back

  
 Additional highlighted text goes here, up to 4 additional lines  
 Additional service info can go here if needed. Place holder text follows... Lorem ipsum dolor sit amet, consectetur adipiscing elit; sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut.  
 FOR QUESTIONS AND CONCERNS, CONTACT:  
 Waste Management of Nebraska  
[wmnkst@wm.com](mailto:wmnkst@wm.com)  
 402 731-0138  
 4330 W. 31st Street S  
 Wichita, KS 67215  


## TO ORDER

**3** Phone: (877) 499-0492 toll-free, or (360) 666-3536  
 Fax: (360) 397-1910  
 E-mail: [sales@northstarforms.com](mailto:sales@northstarforms.com)



North Star FORMS, LLC

# FLYERS & SELF-MAILERS



This is a sampling of flyer examples. Please contact us with your specific need.

**Recycling Made Easy...**

LESS WASTE. MORE RECYCLED.  
D.M. RECYCLING CO.

**D.M. RECYCLING CO.**  
PO BOX 511  
POPLARVILLE, MS 39273

**Commingled recycling is easy to do.**  
Less sorting means more time to fish about waste prevention.

**What Recycles (In the Home or Office):**

- Milk Jugs
- Plastic Bottle Caps
- Plastic Bottle Lids
- Newspaper & Inserts
- Paper Bags
- Plastic Boxes
- Shredded Paper
- Mail, Magazines, Mixed Paper & Cardboard
- Metal Cans
- Aluminum Cans
- Newspaper & Inserts
- Cardboard
- Paper or Frozen Food Boxes

**Do Not Put These in Your Recycling Bin:**

- Automobile Tires
- Appliances
- A/C Units
- Stoves
- Oil
- Paint
- Gasoline
- Solvents
- Aerosols
- Automobile Parts
- Batteries
- Car Seats
- Carpet
- Drywall
- Dryer Vent
- Dishwasher
- Dish Soap
- Dish Towels
- Dish Washers
- Dish Wipers
- Dish Washers
- Dish Washers

**When in doubt, throw it out.**  
Contamination increases the cost of the recycling program.

**Yes, I am interested in participating.**

**Business Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_  
**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_

**2009/2010 RECYCLING CALENDAR**

**RECYCLING CALENDAR & GUIDE ENCLOSED**

**Recycle more, reduce the amount of garbage you make to possibly save on your garbage bill.**

**VASHON ISLAND RECYCLING GUIDE**

**4-BIN SYSTEM**

- 1 PLASTICS**  
Milk & other plastic bottles with neck smaller than the base.

- 2 CANS**  
Aluminum & Metal Cans

- 3 MIXED PAPER & CARDBOARD**  
Newspaper, Paper Bags, Paper Shredding (clean & paper bags), Magazines, Catalogs, Paper Cartons, Food Boxes, Cardboard

- 4 GLASS BOTTLES**  
Clear & Brown

**WHEN IN DOUBT, THROW IT OUT!**  
Contamination increases the cost of recycling.

If you have additional recyclables beyond what can be accepted... For questions or additional information call or at 253-634-6344 or visit our website.

Self-Mailing Two-Fold Flyer with Tear-Off Return Postcard

Self-Mailing Two-Fold Flyer with Recycling Calendar

**WM**  
WASTE MANAGEMENT

Think Green!

Dear Waste Management Customer:

To control costs and reduce our carbon footprint, Waste Management is making some important changes to your collection schedule. These changes will reduce the number of trucks on the road in your neighborhood, thus decreasing emissions and congestion. Please review the following changes carefully.

- Your collection day is moving from Tuesday to Thursday.** On Tuesday, June 15, we will collect your garbage and recycling as usual. Two days later on Thursday, June 17, we will collect your garbage and recycling again, as you transition to the Thursday schedule. Throughout the week, we will continue your items on Thursdays.
- Your recycling is changing to every-other-Thursday.** On Thursday, June 24, we will collect garbage only. On Thursday, July 1, we will collect garbage and recycling. Please review the enclosed calendar and postcard for future reference.

If you need a larger recycling cart to hold two weeks worth of recycling, we will deliver a larger cart free of charge. To order a larger cart, go to [www.reservationwm.com](http://www.reservationwm.com) or call 1-800-988-8901.

Thank you for your cooperation as we work to protect our environment and deliver high quality service at the lowest possible cost. We appreciate your business and we look forward to serving you for years to come.

Waste Management of Columbia County  
Serving Columbia County, east Clatsop County and parts of unincorporated Multnomah County

**WM**  
WASTE MANAGEMENT

**How to Prepare Your Recycling for Collection**

**Think Green!**

- ACCEPTABLE:** Clean, crushed, flattened cardboard; flattened paper. Do not use newspaper inserts or other heavy paper.
- UNACCEPTABLE:** Large pieces of cardboard or paper that do not fit in the cart; boxes that are not flattened; boxes with tape on them.

**Important Recycling Information:**

- Place all recyclables in your cart.
- Place all trash in your garbage bin.
- Place all other debris in your yard debris bin.
- Please do not put glass in your recycling cart.

**RECYCLING CALENDAR - PLEASE POST FOR FUTURE REFERENCE**

**WM**  
WASTE MANAGEMENT

(888) 323-2307  
[www.wm.com](http://www.wm.com)

**CURBSIDE RECYCLING INFORMATION**

Serving the City of Vernonia, OR

Change of Service Notice Flyer with Calendar

**WM**  
WASTE MANAGEMENT

Dear Valued Customer,

Your yard debris schedule is changing to every other week. This change in schedule will save costs and reduce traffic in your neighborhood. Please set up your yard debris on Tuesday, February 16, and every other week after that. See the enclosed calendar for more information.

**QUESTIONS?** Please contact [customer.service@wm.com](mailto:customer.service@wm.com) or call 1-800-988-8901.

We appreciate your business!  
Customer Service Department

**IMPORTANT INFORMATION INSIDE**

RETURN HERE LOGO & LOGO HERE

**Yard Debris Collection Calendar**

**2010 Every-Other-Week Collection Calendar**

**Every Other Week Recycling Collection**

**How to Prepare Your Commingled Recycling for Collection**

**Transfer Station & Business Office Information**

**Fast Clean Accounts**

**Business Office**

Self-Mailing Two-Fold Service Brochure with Calendar

Self-Mailing Half-Fold Flyer with Calendar

# BROCHURES



This is a sampling of brochure examples. Please contact us with your specific need.

## Three-Panel Brochures

**MEMBER**  
Waste Reduction  
Organics  
Recycling  
Composting

**CERTIFIED GREEN PROGRAM**

Sustainability is a new path forward requiring both long term changes and immediate action for the health of current and future generations.

LeMay INC.

Going Green?  
Living Green?  
Working Green?

ANSWERS IN THE PALM OF YOUR HAND!

**CERTIFIED GREEN**

Let our **GREEN TEAM** put together a comprehensive program for your business, organization or agency that will increase your recycling and diversion efforts and **lower your garbage bill.**

Become a member of the **CERTIFIED GREEN PROGRAM** and let us bundle all your recycling and diversion programs together for one flat monthly rate.

Outside Inside

**WHERE TO CALL FOR MORE INFORMATION:**  
Curbside Recycling & Garbage Collection

or visit us at [www.lemayinc.com](http://www.lemayinc.com)

**CLARK COUNTY TRANSFER STATIONS**

West Van Transfer Station  
1500 West Van Avenue  
Vancouver, WA 98661  
Hours: Mon-Sun 8am-4pm  
737-1727

Central Transfer Station  
1500 Central Avenue  
Vancouver, WA 98661  
Hours: Mon-Sun 8am-4pm  
236-9486

Washington Transfer Station  
1500 Washington Avenue  
Vancouver, WA 98661  
Hours: Mon-Sun 8am-4pm  
632-2800

LOGO HERE

**ROLL-CART GARBAGE SERVICE**

Customer Service  
Phone: \_\_\_\_\_  
[www.lemayinc.com](http://www.lemayinc.com)

**ROLL-CART GARBAGE SERVICE**

- 1) What is Roll-Cart Garbage Service?  
A truck with a mechanical arm will dump your garbage cart into the truck. Roll-Cart garbage service gives you the following benefits:
  - It's easier to roll your garbage to the curb.
  - Carts have permanently attached lids that won't blow away.
  - Carts are animal resistant.
  - Carts contribute to a clean and positive neighborhood appearance.
  - Carts are effective in reducing odors.
  - Provides added safety for your garbage driver.
- 2) What kind of container do I use for garbage service?  
\_\_\_\_\_ will supply you with a wheeled cart. This cart is owned by the City of Vancouver. The cart you receive will be based on the request you made when setting up service through \_\_\_\_\_.
- 3) Can I choose to use my own can instead of the cart?  
No. You must use the wheeled cart once the cart is delivered. If you have an old 32-gallon can, it may still be used for when you have extra garbage but will not be serviced as your primary container.
- 4) What should I do if I want to change the size of my cart in the future?  
You can switch carts sizes at any time in the future by contacting \_\_\_\_\_ Customer Service. Pricing for garbage will be based on the size and frequency of your garbage collection.
- 5) What happens if my cart is stolen or damaged?  
If your cart is stolen or becomes mechanically faulty, please contact \_\_\_\_\_ as soon as possible so we can repair or replace the cart.
- 6) What is my collection day and time?  
Your collection day is based on the area in which you live. Our Customer Service representatives will let you know your collection day when you sign up for service. Please roll your cart to the curb by 6:30 a.m. on your scheduled collection day.
- 7) Will my collection day or time ever change?  
As the City continues to grow, your collection day may change. We will notify you in advance if you are scheduled for a change in the day of the week you are serviced. However, time changes may be more frequent and without notice. Please have your cart available for collection by 6:30 a.m.
- 8) How can I reduce my garbage bill?  
Consider signing up for optional yard debris service. By recycling yard debris, you can reduce the amount of material placed in your garbage cart or the frequency of garbage collection.
- 9) How do I put my garbage cart out for pickup?  
Cart placement is extremely important for the success of Roll-Cart Garbage Service.
  - Place your cart on the street with the handle facing your house.
  - All garbage and yard debris (optional service) carts must have enough room between each of them for the truck's arm to grab each cart.
  - Carts must be at least 3 feet from mailboxes, recycle bins and other carts.
  - Carts must be at least 5 feet from cars, basketball hoops and trees.
  - Please refer to placement pictures and instructions in this pamphlet.

**GARBAGE SERVICE OPTIONS**

- 20-gallon cart bi-weekly or weekly
- 32-gallon cart monthly, bi-weekly or weekly
- 64-gallon cart bi-weekly or weekly
- 96-gallon cart weekly
- Yard debris service

Residential customers receive an invoice every two months.

Outside Inside

5

### TO ORDER

Phone: (877) 499-0492 toll-free, or (360) 666-3536

Fax: (360) 397-1910

E-mail: [sales@northstarforms.com](mailto:sales@northstarforms.com)



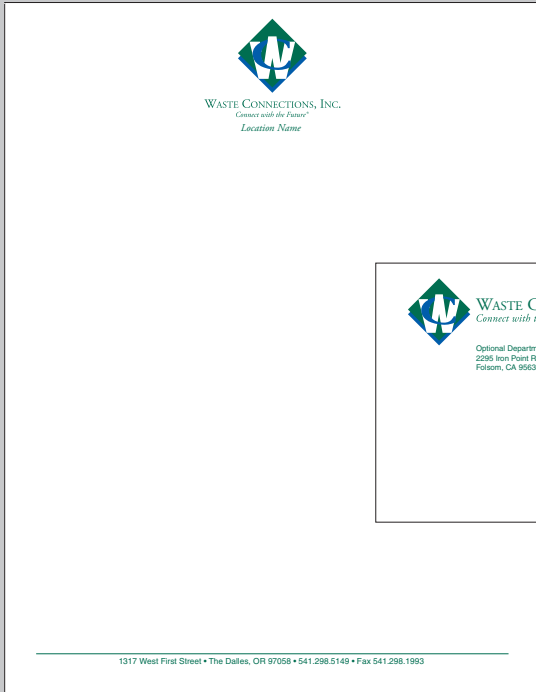
North Star FORMS, LLC

# MAILING SERVICES

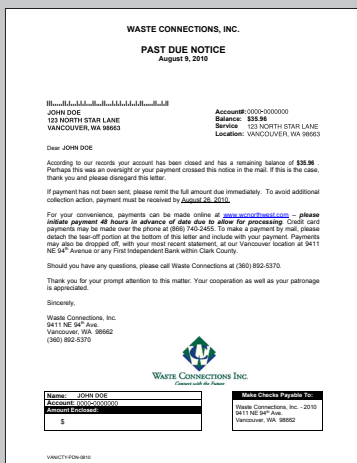


North Star also provides billing and collection mailing services as well as envelopes and letterhead.

## Stationery, Letterhead, Envelopes



## Auto-Filled Past Due Notices



### TO ORDER

6

Phone: (877) 499-0492 toll-free, or (360) 666-3536

Fax: (360) 397-1910

E-mail: [sales@northstarforms.com](mailto:sales@northstarforms.com)



North Star   
FORMS, LLC