



GREEN  
GO



Quality has gone up and prices have gone down, so now it's easier and more beneficial than ever to Go Green in the office.

## 5 Things To Consider

### 1. Start a recycling program at the office.

It's easy to recycle items such as paper, cardboard, plastic and aluminum containers by using special recycling waste containers. We can help you get started.

### 2. How was the product manufactured?

Ask yourself if you could buy something that does the same job but has less of an impact on the environment.

### 3. Does it contain harmful chemicals or toxins?

There are now many cleaning products available that contain little or no toxins. And, these products are often just as effective as their "less green" counterparts.

### 4. Is it made of recycled material?

Buying products made of recycled materials helps reduce your own environmental impact as well as encourages suppliers to offer recycled product options.

### 5. Is there an energy-efficient alternative?

Look for products that help conserve energy, such as longer-life, eco-friendly light bulbs and energy-efficient printers, copiers and faxes.

