



Leading the charge for recycling.™

**Call2Recycle® Program Participant:**

Welcome to Call2Recycle, Inc., North America’s premier product stewardship organization. We promote environmental sustainability by providing a battery and cellphone collection and recycling program. Call2Recycle applauds you for your commitment to diverting batteries from the landfill and ensuring their safe transportation for recycling.

**To get started, follow these simple steps:**

1. **READ** closely the following information and the safety guidelines printed on your collection box.
2. **TRAIN** everyone associated with the handling, collection or shipment of the batteries. (Free training materials are available at [www.call2recycle.org/safety](http://www.call2recycle.org/safety).)
3. **DISPLAY** the Call2Recycle collection box in a cool, dry location where it can be closely monitored.  
**Please do not remove the flame retardant liner affixed inside the box.**
4. **BEGIN** collecting batteries weighing 11 lbs (5 kgs) or less, and cellphones (with or without their batteries) in the box. The Call2Recycle program does not accept wet cell batteries.

**Rechargeable batteries**

- Lithium Ion (Li-Ion)
- Nickel Cadmium (Ni-Cd)
- Nickel Metal Hydride (Ni-MH)
- Nickel Zinc (Ni-Zn)
- Small Sealed Lead Acid (SSLA/Pb)

**Single-use (such as alkaline)\***

- AA, AAA, 9V, C, D and button cells
- Lithium primary

*\* Check to see if primary batteries are accepted at your collection site.*

5. **BAG OR TAPE** batteries\* to prevent terminals from touching, as recommended in the Call2Recycle guidelines.
  - Place only one battery (or cellphone with battery) per bag. You can substitute clear plastic bags, Ziploc® or produce bags. You can also use duct or non-conductive electrical tape to cover the positive (raised) terminal. Do not cover the brand name or battery chemistry.
  - If you have a defective or damaged battery, immediately place the battery in an absorbent, non-flammable material, such as kitty litter or sand. Contact Customer Service at 877.723.1297 for further instructions on special U.S. DOT shipping requirements.

*\* NOTE: Call2Recycle requires batteries to be shipped in compliance with U.S. DOT safety regulations, which require terminals of select battery types be protected. For the complete list of batteries with terminals that must be protected to comply with these requirements, please consult the Call2Recycle web site ([www.call2recycle.org/safety](http://www.call2recycle.org/safety)).*
6. **SHIP** the box when it is full up to 66 lbs (30 kgs) or within one year of the first date of collection, per EPA storage requirements. Please visually inspect the contents and remove foreign objects to avoid a safety incident. Automatic box replenishment is available for select collection sites. Contact Customer Service at 877.723.1297 for more information.

**Call2Recycle Safety & Compliance Advisory**

Call2Recycle has a strict safety policy to ensure all battery shipments arrive at a sorting facility without incident. Program participants that do not comply with these rules may face suspension or termination.

- Do not remove, manipulate or damage the flame retardant liner as it provides an additional layer of protection.
- Store the Call2Recycle collection box in a cool, dry place and where it is under supervision.
- Bag or tape batteries to prevent terminals from touching, which could cause a fire.
- Only use Call2Recycle containers or those that meet U.S. DOT requirements and are pre-approved by Call2Recycle.
- Call Customer Service at 877.723.1297 if you have a damaged battery.

## BATTERY / CELLPHONE COLLECTION & RECYCLING PROGRAM: Nested Box Guidelines

Call2Recycle recommends shipping the box when it is full (up to 66 lbs.) or within one year of the accumulation start date, per EPA storage requirements.

### BUILD THE BOX

#### Step 1: Unpack



Remove the shrink-wrap and lift the front flap of the outer box to reveal inner box. Do not remove or damage the flame retardant liner.

#### Step 2: Lift inner box



Select one of the boxes for display and store the other for future use.

#### Step 3: Fold



Insert header tabs into top slots, side flaps into back slots and neatly position bags.

### COLLECT BATTERIES & CELLPHONES

#### Step 4: Bag it or tape it



Place *each* required battery or cellphone in an appropriately sized bag. If no bags are available, cover the positive terminal with duct, electrical or another non-conductive tape.

#### Step 5: Seal it



Peel away backing from adhesive and fold flap over.

#### Step 6: Drop it



Deposit sealed bag or bags into the box. Write the accumulation start date on the back of the box at the time of first use.

### RETURN THE FULL BOX

#### Step 7: Prepare to ship



When max capacity (66 lbs/ 30 kgs) is reached or one year of accumulation has passed, release the header tabs and side flaps, remove backing from inside adhesive strips and fold down while inserting side flaps.

#### Step 8: Secure & ship



The pre-paid, pre-addressed return shipping label displays your assigned carrier – Do NOT cover with your own label(s). Write your return address and put the box out for that carrier's next pickup.

#### Contact us:

**Online:** [call2recycle.org](http://call2recycle.org)

**E-mail:** [customerservice@call2recycle.org](mailto:customerservice@call2recycle.org)

**Phone:** 877.723.1297

**Charge Up Safety**  
[call2recycle.org/safety](http://call2recycle.org/safety)