

**COPIER OPERATIONS TIP OF THE MONTH**  
**February 2026**

**TeamWorks Copier Repair Service**

***Be Careful With Waste Toner Replacement***

Please do not attempt to empty the waste toner bottle yourself.

Disposal can be hazardous because the toner particles are extremely fine and can pose a health risk.

When the bottle is full, please place a service call, and we will send a technician, who will handle the replacement in a safe manner.

Finally, remember I am only a phone call away and you can contact me on Outlook (Stevarton\_G\_Green@mcpsmd.org) for everything you need for your copier.

*Thank you!* As always, **please contact me with any questions.** I am only a phone call away and you can also contact me on Outlook ([Stevarton\\_G\\_Green@mcpsmd.org](mailto:Stevarton_G_Green@mcpsmd.org)).

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