

NEW PROCESS for Recycling HP Toner Cartridges

To ensure responsible recycling,
please follow the updated process below.

✓ Original HP Toner Cartridges

Original HP toner cartridges should be returned to HP for recycling using the prepaid recycling return label included in the original toner box.

Seal the package and ship it using the prepaid return label; simply enter “MCPS” in the Name field. No additional address information is required.



✗ Aftermarket Toner Cartridges

Toner cartridges from aftermarket manufacturers (such as Exact, Premium, and other non-HP brands) are **not** eligible for the HP recycling program. These cartridges should be **placed in the regular trash**.

The empty cardboard toner box should be recycled with your school's or office's mixed paper/cardboard recycling.



Recycle
the Box!



Trash

✓ Ink Cartridges

Ink cartridges will continue to be collected for recycling.

Please send used ink cartridges through the MCPS Pony mail system to:

John Meyer

Sustainability and Compliance Team
8301 Turkey Thicket Drive, Building A
Gaithersburg, MD 20879



**SUSTAINABILITY
AND COMPLIANCE**
Montgomery County Public Schools

sustainability@mcpsmd.org
240-740-3210

