

# VISUAL WALK-THROUGH



Completed By \_\_\_\_\_

Business/Property \_\_\_\_\_

# of Employees \_\_\_\_\_ Industry \_\_\_\_\_

Current Hauler \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Phone \_\_\_\_\_

Waste Streams to Divert \_\_\_\_\_

Notes

Who empties the current bins?  
*(Example: Contracted Janitorial company)*

Other Notes

- New Recycling**
- None
  - Single stream
  - Paper
  - Cardboard
  - Electronics
  - Furniture
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

- Current Recycling**
- None
  - Single stream
  - Paper
  - Cardboard
  - Electronics
  - Furniture
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

Walk the Facility noting current containers as well as containers needed in template below:

Location	Waste Stream	Container Size <i>(Gallon or Cubic Yard)</i>	Signage needed?	New Bin Needed? <i>(Yes/No)</i>	Bin Ordered <i>(To be used if ordering containers)</i>	Notes: Correctly sized for the space? <i>(Yes/No, include correction)</i>
Cafeteria	Landfill/Food Waste	55 gal	Yes, Landfill & recycling sign	YES	(2) Waste Watcher	Dumped multiple times a day
Conf Rm 2A	Landfill/Recycling	23 gal	Landfill sign	NO		Blue recycling bin and black waste bin are side by side and well labeled

