



Instructions for CFL/Misc. Lamp Box Mail Back Program

Contents:

- 1 – Box
- 1 – Plastic liner
- 1 – Zip tie
- 1 – Prepaid FedEx Shipping Label (affixed to side of box)

Preparation Instructions:

Form Box and Seal Bottom/Tape Edges:

1. Form box, by closing flaps in the order marked (1, 2, 3, 4) and tape final flap.
2. Tape final flap using wide, clear packaging tape. DO NOT use masking or duct tape on boxes.
3. Tape all four edges and corners of the box bottom, with wide, clear packaging tape. DO NOT ship without sealing these edges and corners.

Liner and Setup:

1. Insert liner and fold over the top flaps. Place box upright and store in a dry, secure location.
2. Fill in the start accumulation date on box, when the first lamp bulb goes into the box.
3. Insert whole, intact Compact Fluorescent Lamps (CFL), Circular, U-Bend, HID bulbs, metal halide, high pressure sodium, and LED bulbs inside.
4. DO NOT INSERT BROKEN LAMPS INTO BOX.
5. DO NOT overfill the box. The lid should easily close without breaking bulbs or the flaps being bent once closed.

Packing Instructions:

Sealing Full Boxes:

1. Once full gather liner at the top and close securely with included zip tie. (Tapped to inside flap of box)
2. Close flaps in order (1,2,3,4) and secure final flap with wide, clear packaging tape. DO NOT use masking or duct tape on boxes.
3. Seal ALL corners and edges with wide, clear packaging tape.
4. DO NOT SHIP WITHOUT SEALING ALL EDGES AND CORNERS.

Shipping Instructions:

Arrange Pickup:

1. Complete the "From" section on the Red FedEx Universal Waste Label.
2. Call FedEx at (888)777-6040 to arrange a pickup. If you have a daily FedEx Ground pickup at your location, simply place box in your designated ship area.