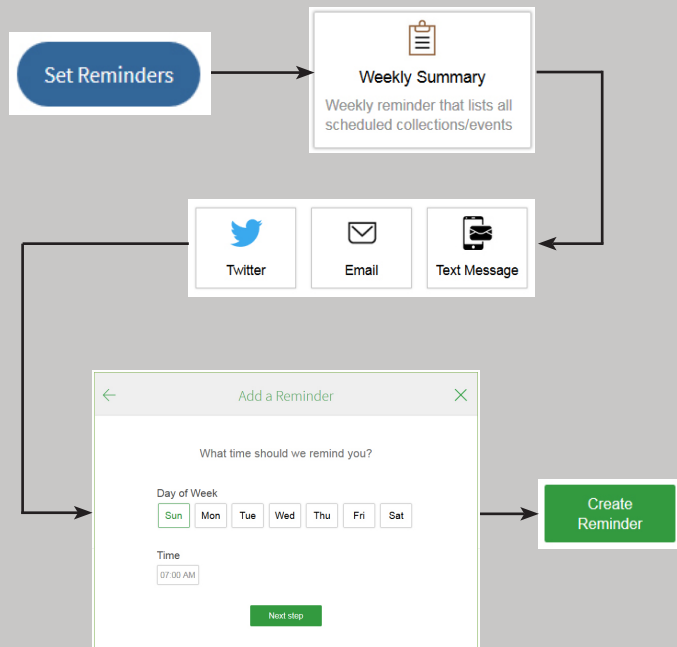


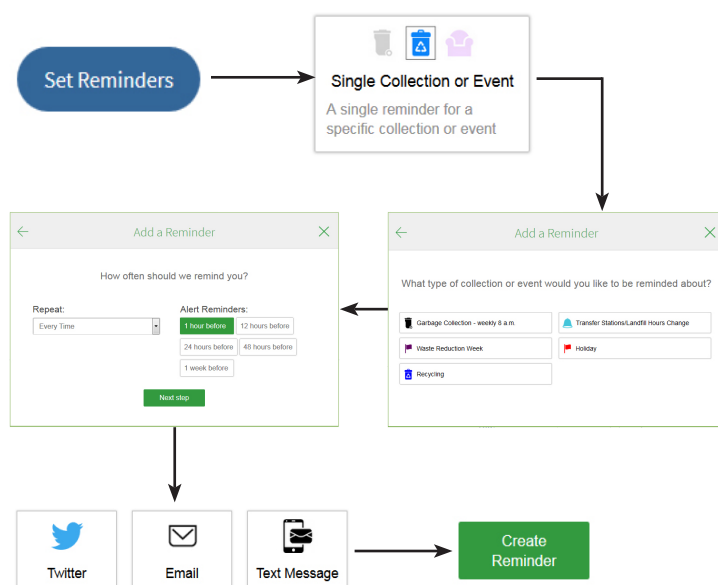
GET YOUR GARBAGE AND RECYCLING COLLECTION SCHEDULE ONLINE

I. SET A WEEKLY REMINDER OF COLLECTION DAYS



1. Click Set Reminders under the My Schedule heading.
2. Enter your address in the textbox. If an exact match is not found, select the address closest to your desired location.
3. Click Weekly Summary.
4. Select whether to receive a reminder through email, Twitter, or phone text.
5. Enter your email address, Twitter handle or cellular phone number. Click Next Step.
6. Select the day and time you'd like to be reminded. Click Next Step.
7. Review the details. If everything is correct, check the "I'm not a robot" box and click Create Reminder.

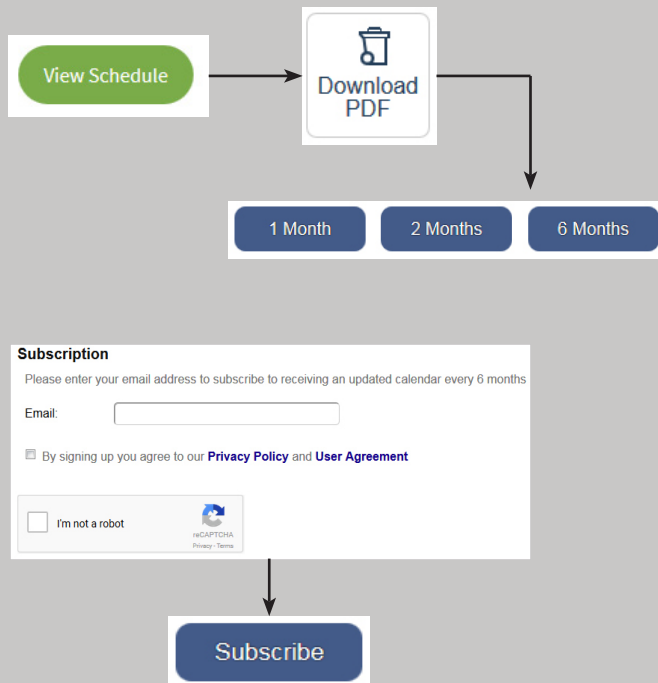
II. SET A RECURRING REMINDER FOR A SINGLE COLLECTION OR EVENT



1. Click Set Reminders under the My Schedule heading.
2. If you haven't already done so, enter your address in the textbox. If an exact match is not found, select the address closest to your desired location.
3. Click Single Collection or Event.
4. Select the type of event you'd like a reminder for.
5. Select how often reminders will be sent out in the Repeat dropdown menu and when they will be sent under Alert Reminders.
6. Select whether to receive a reminder through email, Twitter, or phone text, enter your contact details, and click Next Step.
7. Review the details. If everything is correct, check the "I'm not a robot" box and click Create Reminder.

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III. DOWNLOAD A COLLECTION SCHEDULE AS A PDF OR SUBSCRIBE FOR UPDATES

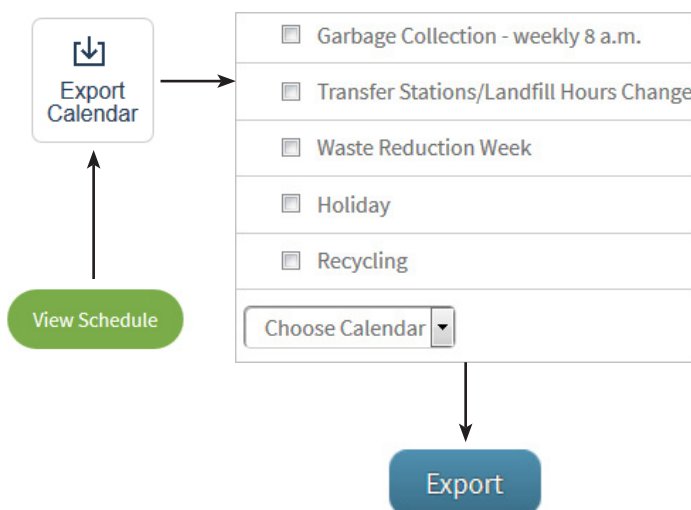


1. Click View Schedule under the My Schedule heading.
2. Click Download PDF from the Calendar view.
3. To directly download your garbage and collection schedule, select the number of months to include per sheet: 1 month, 2 months, or 6 months.
4. To set up a subscription and have an updated calendar sent every six months, enter your email address.

Tick the Privacy Policy and User Agreement checkbox.

Tick the "I'm not a robot" checkbox and click **Subscribe**.

IV. IMPORT A COLLECTION SCHEDULE INTO A CALENDAR



1. Click View Schedule under the My Schedule heading.
2. Click Export Calendar from the Calendar view.
3. Select the collection and/or event types you wish to import into your calendar application.
4. Choose a calendar in the Choose Calendar dropdown menu.
5. Click Export and open the file in your chosen calendar application.

GET YOUR GARBAGE AND RECYCLING COLLECTION SCHEDULE ONLINE

HOW TO UNSUBSCRIBE FROM EMAIL REMINDERS



1. Unsubscribe from email reminders by clicking on the Unsubscribe link at the bottom of any notification email sent by the Garbage and Recycling webapp.

HOW TO UNSUBSCRIBE FROM TEXT REMINDERS



1. Unsubscribe from text reminders by texting "0" back to the number that sent the notification.