

# Waste audit data sheet

Business/Organization: \_\_\_\_\_ Building: \_\_\_\_\_ Date: \_\_\_\_\_

MATERIAL	WEIGHT (pounds)	VOLUME (gallons)	LOCATION	TOTAL LBS.	TOTAL GAL.	COMMENTS
<b>OFFICE PAPER</b>						
<b>COMMINGLED RECYCLABLES</b> plastic bottles & jars, metal cans, mixed paper						
<b>PLASTIC FILM</b> plastic bags, bubble wrap, shrink wrap						
<b>COMPOST</b> food scraps, food-soiled paper						
<b>TRASH</b> non-recyclable plastic, non- recyclable paper, other trash						
<b>REUSABLES</b> items still in working condition						
<b>GLASS</b> bottles and jars						
<b>TECHNO-WASTE</b> toner cartridges, media discs, cords and cables, etc.						
<b>OTHER</b>						