

Guidelines for Unfolding and Flattening Cardboard Boxes

Version 29 January 2013
Copyright Reclaim Ltd.

GET MORE OUT OF YOUR CAGE

Help keep our operating costs down so we can pass on the benefits to you



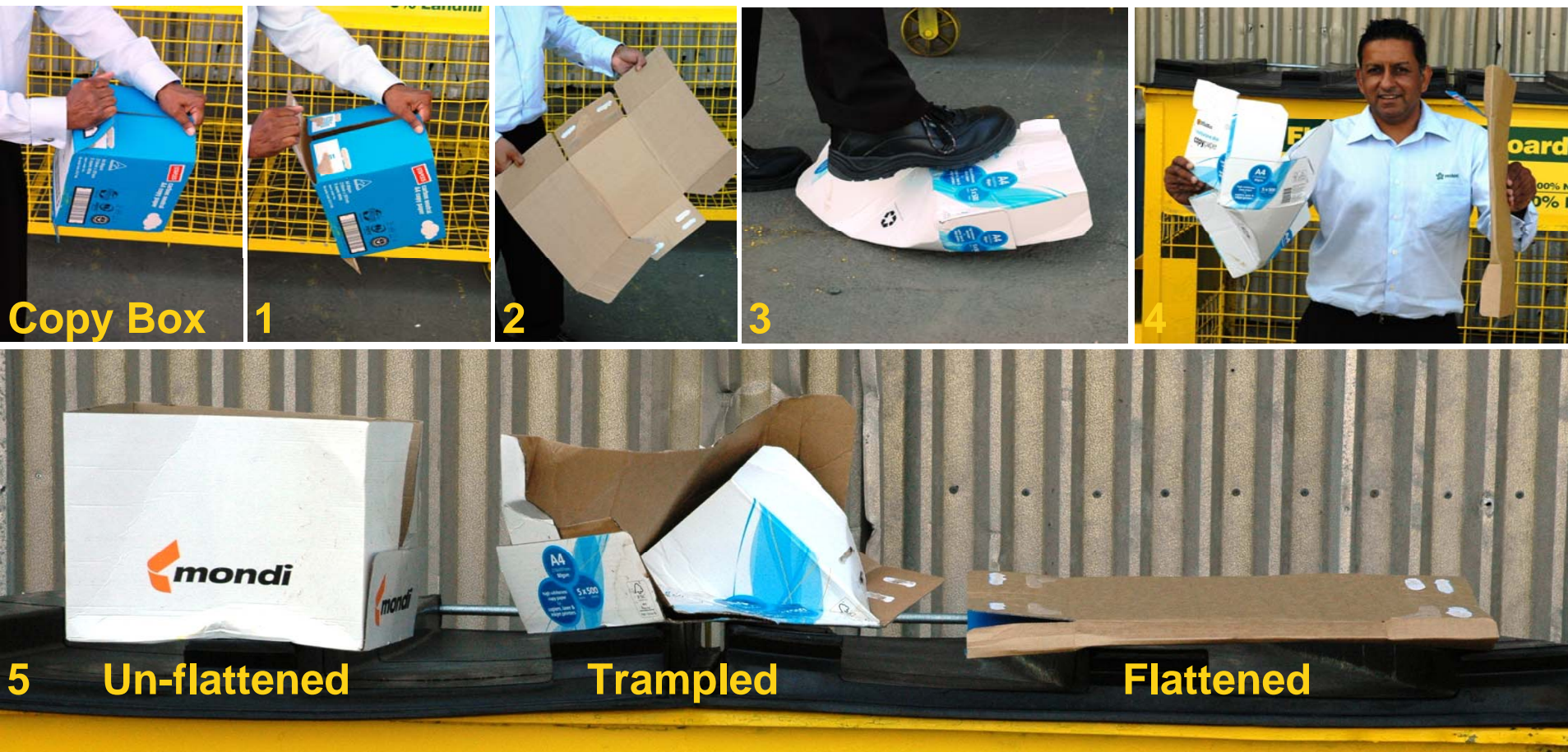
6 times more cardboard boxes can be collected once flattened

FLATTENING CARDBOARD IS GOOD SENSE

Help keep our operating costs down so we can pass on the benefits to you

Benefits to your company from flattening your cardboard:

- **Cleaner site** (reduced chance of constructed boxes being left outside your cage)
- **Fewer accidents** (avoid broken ankles from stamping on boxes)
- **Less contamination** (no boxes to conceal contaminated loads, less rejection)
- **Less congested site** (fewer truck visits, more space, less diesel fumes)
- **Fewer collections** (keeps operating costs low so reduces need for fee increases)
- **Lower operating costs** (less use of fork lift, saving lpg and manpower)
- **Cleaner workplace** (carry more flattened boxes to a cage than constructed boxes)
- **Encourages more recycling** (good practice leads to more loads being collected)



These are easy to flatten.

They should never be left un-flattened as they take up too much space.

1. Simply grab and then pull the glued flaps that form the base (any lids are easy to tear flat).
2. Completely unfold the box.
3. While it is tempting to just trample on these boxes, they seldom fold flat using this method.
4. A lot of space can be saved by simply folding these flat.
5. You can get 6 times as many flattened boxes in your cage compared to an un-flattened box, a trampled box makes little difference, flattened is best.



These are very rigid boxes, designed to protect the fruit.

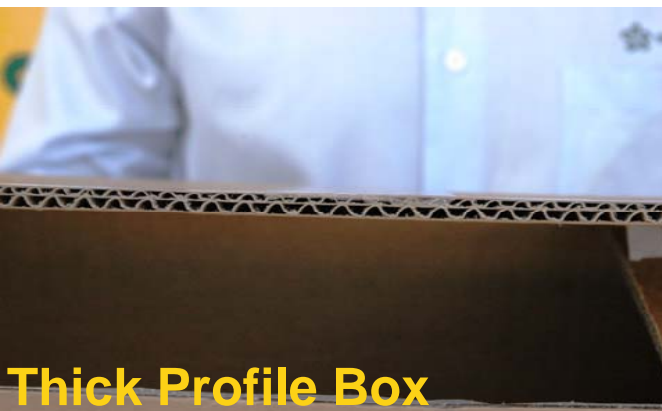
They should never be left un-flattened and cannot (and should not) be trodden down.

1. Separate the top and base sections.
2. Tear apart the glued flaps, use both hands to oppose the forces.
3. Unfold the box.
4. Flatten the sides.
5. The space you save is amazing.

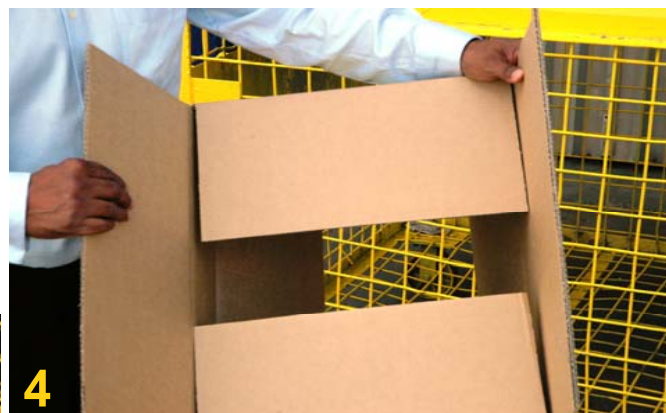


These can be awkward to flatten. Any taped boxes should be separated using a sharp knife (a key may work). They should never be left un-flattened as they take up too much space.

1. Start in the vertical position, from the top corner.
2. Use a sharp knife to separate the end folds (keep the blade moving away from you whenever possible).
3. Use the knife to separate the long section.
4. Completely unfold the box.
5. To make it easier to deposit the cardboard into a cage, fold the box lengthways.
6. You can then slide the box into the cage lengthways.
7. If your cage is fitted with a lid and you struggle to keep it open, a sturdy box can be used to prop it open.
8. Many customers now prefer our lockable bar cages that provide a sturdy slot for your folded cardboard.



Thick Profile Box



These are heavy duty boxes with a thick cardboard profile.

Unless you remove the tape, these are difficult to flatten.

They should never be left un-flattened as they take up too much space.

1. Typically, these cannot be prised away by hand as the tape used is often wider and extends all around the edges of the box.
2. Use a sharp knife and cut the tape, keep the blade moving away from you whenever possible.
3. Once the base has been freed from the sides, separate the whole base.
4. The box can then be unfolded.
5. You can get 6 times as many flattened boxes in your cage compared to an un-flattened box.



These are heavy duty boxes with staples along one or more sides.

Unless you remove the tape, these are difficult to flatten. You do not need to remove any staples.

They should never be left un-flattened as they take up too much space.

1. These typically cannot (and should not) be trampled down.
2. They cannot be prised away by hand as the tape used often extends all around the edges of the box.
3. Use a sharp knife and cut the tape, keep the blade moving away from you whenever possible.
4. Once the base has been freed from the sides, separate the whole base.
5. The box can then be unfolded.
6. Be careful not to be cut by the staples, they can remain as they are removed during the pulping process.
7. You can get 6 times as many flattened boxes in your cage compared to an un-flattened box.



No Knife



1



2



3



4



5



6



7



8

3. Use both hands to enable the base flaps to be separated.
4. Free all areas that are taped down.
5. The sides can then be pulled apart.
6. The box can then be flattened for disposal.
7. Stamping on these boxes does not reduce the box down to its smallest size (it is also unsafe as you could slip and damage an ankle).
8. A flattened box takes up much less space than a trampled box.

Once key parts of the tape are freed these can be easily flattened .

1. From the corner of the tape, peel away the tape that keeps the base in tact.
2. Lift one of the base flaps up while peeling back the tape.