

Environmentally Preferable Paper Office Products in Alameda County

Many governments and businesses have made great strides in buying recycled content paper in the last decade, but much more can be done. After all, paper is still the most predominant material in our trash.

The myth of a “paperless society” in the electronic age is just that. Each American on average consumes more than 730 pounds of paper each year. And more than 90% of printing and office paper is still 100% virgin paper.

The next time you stock up on paper for your printer, copy machine, or other office supplies, buy recycled. You'll help create a demand for the used office paper, old newspapers, and boxes we recycle everyday.



The Results are in . . .



Paper containing 30 percent postconsumer fiber works without problems. In 1998, three office equipment manufacturers (Canon U.S.A., Inc., Hewlett-Packard Company, and Lexmark International, Inc.) and the U.S. Government Printing Office evaluated the quality and performance of multipurpose recycled content copy paper containing high levels of postconsumer fiber. Over two million sheets were tested on various types and models of copiers, laser printers, and ink jet printers.

They successfully tested:

- ◆ Paper feeding
- ◆ Reliability
- ◆ Image quality
- ◆ Toner fixability
- ◆ Smoothness, and
- ◆ Curl, among other characteristics

They found that multi-purpose recycled content paper containing 30% postconsumer fiber works fine in office equipment. So, now there are no more excuses.

**When ordering printing and writing papers, you can simply say
you are looking for 30 percent postconsumer content.**

Paper Office Products Containing Recovered Materials

The U.S. EPA recommends minimum recycled content levels to look for when purchasing paper office products, as shown in the table below. In some cases, rather than specifying just one level of recycled content, ranges are offered that reflect actual market conditions.

Try to buy paper with the highest postconsumer content available.

Item	Notes	Postconsumer Content (%)
Printing and Writing Papers		
Reprographic	Business papers such as bond, electrostatic, copy, mimeo, duplicator, and reproduction	30
Offset	Used for book publishing, commercial printing, direct mail, technical documents, and manuals	30
Tablet	Office paper such as note pads and notebooks	30
Forms bond	Bond type papers used for business forms such as continuous, cash register, sales book, unit sets, and computer printout, excluding carbonless	30
Envelope	Wove Kraft, white and colored (including manila) Kraft, unbleached Excludes custom envelopes	30 10-20 10
Cotton fiber	High-quality papers used for stationery, invitations, currency, ledgers, maps, and other specialty items	30
Text and cover	Premium papers used for cover stock, books, and stationery and matching envelopes	30
Supercalendered	Groundwood paper used for advertisements and mail order inserts, catalogs, and some magazines	10
Machine finished groundwood	Groundwood paper used in magazines and catalogs	10
Papeteries	Used for invitations and greeting cards	30
Check safety	Used in the manufacture of commercial and government checks	10
Coated	Used for annual reports, posters, brochures, and magazines. Have gloss, dull, or matte finishes	10
Carbonless	Used for multiple-impact copy forms	30
File folders	Manila or colored	30
Dyed filing products	Used for multicolored hanging folders and wallet files	20
Index and card stock	Used for index cards and postcards	20
Pressboard	High-strength paperboard used in binders and report covers	20
Tags and tickets	Used for toll and lottery tickets, licenses, and identification and tabulating cards	20
Newsprint		
Newsprint	Groundwood paper used in newspapers	20-85

Item	Notes	Postconsumer Content (%)
Paperboard and Packaging Products		
Corrugated containers (<300 psi) (300 psi)	Used for packaging and shipping a variety of goods	25-50 25-30
Solid fiber boxes	Used for specialized packaging needs such as dynamite packaging and army ration boxes	40
Folding cartons	Used to package a wide variety of foods, household products, cosmetics, pharmaceuticals, detergent, and hardware	40-80
Industrial paperboard	Used to create tubes, cores, cans, and drums	45-100
Miscellaneous	Includes "chipboard" pad backings, book covers, covered binders, mailing tubes, game boards, and puzzles	75-100
Padded mailers	Made from kraft paper that is usually brown but can be bleached white	5-15
Carrierboard	A type of folding carton designed for multitask beverage cartons	10-15
Brown papers	Used for bags and wrapping paper	5-20
Miscellaneous Paper Products		
Tray liners	Used to line food service trays. Often contains printed information	50-75

Sample Specifications

You may not need to adjust your existing specifications at all, except to include the postconsumer recycled content standard. Brightness is being dropped from specifications because it is an aesthetic, not a functional, characteristic. If you must specify brightness, a minimum of 84 should satisfy your needs.

Opacity is more important than brightness today because double-sided copies must be legible. The following specifications are a good model to follow for **copy paper**:

Attribute	Specification
Grade:	4 (possibly N for natural)
Recycled Content:	30% postconsumer
Basis Weight:	20 lb. (or sub 20)
Color:	White or list colors
Opacity:	Minimum 85
Equipment Used:	List what equipment is used

*See the Government Printing Office website for federal paper specifications:
www.access.gpo.gov/qualitycontrol/paperspecs/*

Cost Competitiveness and Paper Buying Tips

Many recycled papers are equal to or less than the cost of virgin papers - especially papers used for letterhead, brochures and business cards.

Here are some tips for further cost savings:

- ☑ **Buy in large quantities to take advantage of bulk discounts.** If necessary, consolidate orders with other departments or organizations. Bigger orders get the best prices. A pallet (40 cartons) often yields good discount pricing for copy paper.
- ☑ **Make sure your graphic designer coordinates the project with the printer before creating the design, in order to minimize trim waste.** Working with the paper sizes the printer requires can maximize the use of each sheet and minimize the amount of paper required.
- ☑ **Reduce the basis weight to reduce costs as well as environmental impacts.** (Heavier papers use more fiber.) Twenty-four pound paper is becoming popular, but a 20# copy paper is sufficient for almost all uses. Lighter papers also reduce postage and shipping costs.
- ☑ **Make sure you're using the right grade of paper for the job.** Frequently, buyers who report high prices for recycled paper are not choosing the same recycled grade of paper as the virgin paper grade they're comparing to. The higher costs are caused by the more expensive type of paper, not by the recycled content.
- ☑ **If minimizing costs is critical, then buy recycled papers that meet at least the minimum EPA federal purchasing guidelines.** While these papers do not offer as much environmental benefit as those with higher postconsumer contents, they are generally less expensive than higher postconsumer recycled-content papers and very cost-competitive compared to virgin papers.



- ☑ **Contact the Recycled Products Cooperative (RPC), (www.recycledproducts.org)** a nonprofit organization that provides recycled content copier papers at prices very competitive with virgin paper prices, especially for larger orders.

One of the papers that RPC currently offers is Boise Aspen 100 copy paper with the following characteristics:

- ◆ 100% postconsumer recycled content
- ◆ Processed without chlorine or chlorine derivatives (PCF)
- ◆ Multi-use office copy paper for all high speed xerographic uses, laser and inkjet printers, and fax machines
- ◆ 8 ½ x 11 inches, white, 92 bright, 20#

Prices depend on the number of cases purchased.

Estimated delivery times range from 1-7 days depending on the type and location of delivery. Special pricing is available to Bay Area government agencies. Membership in RPC is free.



Remember, when buying and using printing and writing paper:

- ☑ **Work with your printer.** Dissimilar papers exhibit differences in performance and printability - whether recycled content or not. Also, printers favor some paper distributors over others to consolidate purchases. So if one printer does not have the recycled paper you need, or it's very expensive, another may well have better access and prices.
- ☑ **Is your printer a certified “Green Business”?** If not, ask them to consider becoming certified. For a list of certified printers and information about the Bay Area Green Business Program, see www.greenbiz.ca.gov.
- ☑ **Work with your graphic designer.** Some papers are better than others for certain design needs. Have your designer start their creative design from choices among recycled papers rather than coming up with a concept and then looking for a paper to match it. Make sure your designer consults with your printer on paper sizes and formats so that designs can minimize paper waste.
- ☑ **Ask for vegetable-based inks and environmentally benign pigments.** The majority of all commercial inks are petroleum-based, a non-renewable resource, and contain environmentally toxic metals. Vegetable oil-based inks such as soybean, linseed, corn, cottonseed, canola, China wood and rosin are widely available, more environmentally sound, and easier to remove when recycled. Be sure the ink used has a high percentage of vegetable oil (some replace only a small percentage of the petroleum) and look for inks without environmentally toxic metals in their pigments.
- ☑ **Promote paper recycling throughout the office.** Establish or improve an office paper recycling program to help ensure the raw materials for recycled content papers are always available.
- ☑ **Make recycled content the default choice.** There are high quality recycled papers available for virtually every printing and office paper need. If only virgin paper seems to meet your requirements, make sure those requirements are truly necessary. Does the paper really need to be the highest brightness? Recycled papers have a much wider range of characteristics now than in the past. Are you sure there isn't one that works for you? Make the easier environmental choice — *buy recycled content paper*.



If you buy newsprint:

- ☑ **Pay attention to newsprint's basis weight.** Different weights hold up better in different presses. Consider your requirements for the newsprint you're buying. Recycled content newsprint manufacturers are meeting customers' printability, brightness, cleanliness and opacity performance requirements. State law requires California printers and publishers to use recycled content newsprint containing a minimum of 40% postconsumer fiber for at least half the newsprint they use. See www.ciwmb.ca.gov/BuyRecycled/Newsprint/ for more information.

If you buy paperboard and packaging:

- ☑ Remember **you can print on recycled content boxes** not just on virgin, bleached boxes. Be aware you can use recycled content boxes in food applications and still meet Food and Drug Administration requirements.

Emerging Issue - Bleaching Paper

Paper used to be bleached with elemental chlorine and now is usually bleached with a chlorine derivative such as chlorine dioxide. Although Elemental Chlorine Free (ECF) or chlorine dioxide bleaching significantly reduces the potential hazards, both processes result in the production of organochlorines, which contain hazardous substances such as dioxin, an endocrine disruptor and a known human carcinogen.

While ECF mills are a significant improvement over previous standard bleaching technology, organochlorines are highly toxic and bioaccumulate in the food chain, so even the lowest levels of release is cause for concern.

Totally Chlorine Free (TCF) bleaching, on the other hand, is accomplished with oxygen, hydrogen peroxide, or ozone, which do not produce any organochlorines. Recycled papers bleached with TCF technology are sometimes described as being "Processed Chlorine Free" (PCF) because, while the papers are manufactured without chlorine or chlorine derivatives, the fibers in the recycled pulp may have been bleached with chlorine-based bleaches previously. In terms of eliminating dioxins production, TCF and PCF are the best choices.

In terms of overall environmental impacts, PCF paper is best, because it produces no new dioxin while reducing the amount of virgin pulp used.

*Following adoption of a 1999 anti-dioxin resolution in **Oakland**, the city's Purchasing Division revised specifications to require all paper provided to the city be chlorine free and produce no dioxin during manufacture.*

*Since 1999, the **City of Berkeley, Alameda County, the City and County of San Francisco, the City of Palo Alto, Marin County, the Port of Oakland, and the Association of Bay Area Governments** have passed dioxins and/or other persistent, bioaccumulative toxins-related resolutions.*

See the work of the **Bay Area Dioxins Project of the Association of Bay Area Governments** at dioxin.abag.ca.gov for more information about dioxins and how to purchase chlorine-free papers.



Emerging Issue - Agricultural Residue and Agricultural Crop Fibers

Agricultural crops and residues can also be used to make paper products.

Agricultural residue refers to usable materials recovered primarily from annual crops as byproducts of food and fiber production. Agricultural residues include straw from wheat, rye, and rice as well as other plants, cotton seed residues, and residues from other agricultural crops.

Agricultural crop fibers are harvested from non-wood plants that are grown intentionally for tree-free paper or other fiber products. Agricultural crop fibers include kenaf, hemp, flax, and bamboo.

Product and Source Information for Buying Recycled and Environmentally Preferable Paper

◆ *Where to Buy Recycled Paper in Alameda County*

The Appendix of this factsheet provides retail, wholesale, catalog and Internet sources, as well as other resources to help buy recycled and tree-free paper. Each listing contains the type of paper available and the amount of postconsumer recycled content.

- ◆ *Conservatree* (www.conservatree.org): A nonprofit organization dedicated to providing technical assistance and the most up-to-date, in-depth information about environmentally sound papers and market developments. Includes listings of all the environmental papers available in the U.S, with lists specialized for large-quantity purchasers or individuals and small-quantity purchasers.
- ◆ *Recycled Products Cooperative (RPC)* (www.recycledproducts.org): The goal of the RPC is to increase the use of recycled paper in the public and private sectors. The cooperative is accomplishing this goal by providing recycled paper that meets or beats the price that many businesses and public agencies are paying for virgin fiber paper.
- ◆ *Frequently Asked Questions in Getting Started on Chlorine Free Paper Purchasing and Cooperative Purchasing Opportunities for Buying PCF Paper* (dioxin.abag.ca.gov): Information on purchasing dioxin-free paper as one of the first three implementation projects of the Bay Area Dioxins Project of the Association of Bay Area Governments.
- ◆ *Ecological Guide to Paper* (www.celerydesign.com/paper/matrix.html): A matrix, produced by Celery Design Collaborative, of ecological designer papers and their attributes.
- ◆ *US EPA Comprehensive Procurement Guidelines (CPG)* (www.epa.gov/cpg): The CPG program is part of EPA's effort to promote the use of recycled products to federal agencies and other organizations. Product fact sheets on this website give suggested minimums for the amount of recycled content in different types of products.

When selecting paper, consider the highest postconsumer recycled content at least meeting the EPA's minimum recommended percentages. Processed Chlorine Free (PCF), and papers made from Forest Stewardship Council-certified sustainably managed forests or alternative "tree-free" fibers, provide an even more environmentally preferable paper. The most preferable choice will depend on what is available, affordable and needed.

Waste Prevention Tips

Preventing waste is the easiest, most effective way to reduce both purchasing and disposal costs. Preventing waste simply means stopping waste before it starts. There are many simple strategies that have a tremendous payback. Think about putting some of these to work in your agency or company:

- ☑ **Make double-sided copies.** Be sure employees know how to make them on your copiers. Better yet, program copiers to default to double-sided copying, saving paper use and purchasing costs. Require contractors to submit double-sided bid documents. Some courts are now requiring double-sided copying for briefs filed in their systems.
- ☑ Where practical, work with your suppliers, vendors and business partners to **reduce disposable packaging.** Use minimal, reusable or returnable packaging.
- ☑ **Replace disposable products.** Buy reusable coffee mugs, cutlery and crockery in place of single-use paper and plastic items.
- ☑ **Reuse single-sided paper.** Have it made into note pads or use it for copy drafts.
- ☑ **Reuse manila envelopes to route internal mail.** Reuse file folders, envelopes and boxes.
- ☑ **Centralize your file cabinets.** Instead of having many duplicate paper files throughout your organization, store them in one place. Reduce the number of telephone and other directories distributed, or put them on-line.
- ☑ **Move toward a “paperless office” by using technology.** Store computer documents on diskettes or hard drives instead of making paper copies. Use voice mail or electronic mail instead of paper memos. Use fax/modems to fax and receive documents by computer. Use optical scanners and computers for file storage.



Alameda County eliminated the cost of printing new letterhead and the paper waste created when information changes by switching to the use of templates in its word processing program. Now staff simply type their letters and memos on the appropriate computer template and print them out with an always-up-to-date letterhead design and information, which can be customized for every office or situation.



Considerations for Buying or Leasing a Copy Machine

Be sure to **specify** that the copy machine you want to buy **works as well with recycled content paper** (at least 30% postconsumer recycled content) as with virgin paper. Also look for environmentally friendly features like **automatic duplexing** and **energy efficiency**.

Double-sided copying and printing multiple pages on a single sheet of paper can reduce paper use from 10 to 40 percent. *This saves paper purchasing, storage and mailing costs.* For example, mailing a 10-page single-sided letter costs \$.63 to mail but the same letter copied onto both sides of 5 sheets of paper requires only \$.39 in postage. **ENERGY STAR** qualified copiers have a power management feature that reduces energy consumption when the machine is not in use. This "power-down" or "sleep" feature can *reduce annual electricity costs by as much as 60%*.



Steps for Success



Changing to new products and purchasing practices can take time. Businesses and government agencies that have successfully changed to buying more environmentally friendly products have found that *including those who use the products* in the decision-making process and *being willing to retest as new brands and types of products become available*, helped make it easier.

Alameda County runs its highspeed printer nightly for required daily reports, resulting in tubs full of paper each morning. Prior tests of recycled papers for this task proved unacceptable. The County's "champion" for recycled content purchasing continued to research new products and practices. Eventually, the printer agreed to retest a different recycled paper and it worked successfully! In fact, the cost and quality surpassed the previous virgin paper by far.



When you consider environmental attributes in purchasing decisions, you are helping save money, creating a safer and healthier environment and workplace, and closing the recycling loop by buying products made from the office papers collected from recycling programs!

Additional Resources

There are many resources available to help identify recycled-content products and their performance, see sample bids and specifications, and read case studies of successful programs.

- ◆ StopWaste.Org offers technical assistance for applicable recycled content and environmentally preferable product purchasing. Check out “*Environmentally Preferable Purchasing*” at the Agency's website (www.StopWaste.Org/EPP) for an annotated list of resources and links to other environmental purchasing websites and documents.
- ◆ Local governments in Alameda County can contact Debra Kaufman at dkaufman@stopwaste.org or Rachel Balsley at rbalsley@stopwaste.org for information about environmentally preferable purchasing technical and financial assistance.
- ◆ Alameda County businesses can contact Rachel Balsley at rbalsley@stopwaste.org or Rory Bakke at rbakke@stopwaste.org for information about the StopWaste Partnership for technical assistance. Also see www.StopWaste.Org/Partnership.
- ◆ Contact the Alameda County Recycling Hotline, toll-free at 1-877-STOPWASTE (786-7927) for information about recycling and waste prevention opportunities in Alameda County.

Disclaimer

The information provided in this Fact Sheet should be considered by public agency and business purchasers who are interested in buying environmentally preferable products. It is provided as a public service by StopWaste.Org in an attempt to provide environmental benefits and reduce costs. The information on products listed is supplied by the manufacturers and vendors. Listing in this Fact Sheet is not a recommendation or an endorsement. This Fact Sheet is not a substitute for the exercise of sound judgment in particular circumstances and is not intended as recommendations for particular products or processes. StopWaste.Org is the Alameda County Waste Management Authority and Source Reduction and Recycling Board operating as one public agency.

This Fact Sheet was last updated in September 2006 by Kies Strategies, Susan Kinsella and Associates, Conservatree and EPE Consulting on behalf of StopWaste.Org.

Appendix

Where to Buy Recycled Paper

A Resource for Alameda County Businesses and Residents

“If it’s not recycled, it ain’t worth the paper it’s printed on.”

Recycling doesn’t end at the curbside or in the workplace. When recyclable materials are collected, they are generally made into new products. Consumer demand for these products is what supports the recycling process.

- **Buying recycled is good for the environment**
- **Buying recycled is good for business**

Be Sure to Check the Label
 “Recycled content” represents the percentage of material recovered from the waste stream that goes back into making a new product. “Postconsumer” indicates materials that have been recycled after consumer use. Always ask for maximum postconsumer recycled content.

Double Check with Suppliers
 These listings are not comprehensive; many businesses not listed carry recycled products. The information was provided by stores and manufacturers and is subject to change. Contact suppliers for further product inquiries.

Retail Sources

Retail Sources	Store Location	Internet Ordering	Postconsumer Content/ Other Recycled Products Available
Ecology Center Store (510) 548-3402 www.ecologycenter.org/store	Berkeley		Office/Copy Paper • White: 100% Stationary/Resume Paper: 100% Office supplies: various
FedEx Kinko’s San Leandro: (510) 357-8050 www.kinkos.com	Alameda, Berkeley, Emeryville, Fremont, Livermore, Oakland, Pleasanton, San Leandro, Union City	YES	Office/Copy Paper • White: 30-100% • Color: 30% Stationary/ Resume Paper: 30-100%
J.C. Paper (510) 568-6604 Store (800) 245-2650 for deliveries www.jcpaper.com	San Leandro		Office/Copy Paper • White: 30% • Color: 30% Stationary/Resume Paper: 30-100% Printing Papers: 10-100%
Kelly Paper Store Hayward: (510) 783-2200 Oakland: (510) 444-6727 www.kellypaper.com	Hayward, Oakland	YES	Office/Copy Paper • White: 30-100% • Color: 30% Stationary/Resume Paper: 30-100% Printing Papers: 10-100%

Retail Sources (cont.)

Retail Sources	Store Location	Internet Ordering	Postconsumer Content/ Other Recycled Products Available
Office Depot (800) 463-3768 www.officedepot.com	Berkeley, Dublin, Fremont, Oakland, Hayward, San Leandro	YES	Office/Copy Paper • White: 10 -100% • Color: 30% Office supplies: various
Office Max (800) 788-8080 www.officemax.com	Alameda, Emeryville, Fremont, Livermore, Pleasanton, San Leandro, Union City	YES	Office/Copy Paper • White: 30-100% • Color: 30% Office supplies: various
Piedmont Stationers & Office Supplies (510) 655-2375	Oakland		Office/Copy Paper • White: 30-100% • Color: 30% Stationary/Resume Paper: 30-100% Office supplies: various
Radstons Office Supply Co. (510) 964-9604	Hercules	YES	Office/Copy Paper • White: 30-100% • Color: 30% Office supplies: various
Staples (800) 333-3330 www.staples.com	El Cerrito, Newark San Ramon	YES	Office/Copy Paper • White: 30-100% • Color: 30% Office supplies: various
Xpedx Store (510) 839-8863 www.xpedx.com	Oakland		Office/Copy Paper • White: 30-100% • Color: 30% Stationary/ Resume Paper: 30-100% Printing Papers: 10-100%

Wholesale Distributors

Wholesale Distributors	Location	Postconsumer Content Available/ Minimum Order Requirements
J.C. Paper (510) 568-6604 Store (800) 245-2650 for deliveries www.jcpaper.com	Oakland	Office/Copy Paper • White: 30% • Color: 30% Stationary Paper: 30-100% Printing Papers: 10-100% Minimum order: \$200 for deliveries

Wholesale Distributors (cont.)

Wholesale Distributors	Location	Postconsumer Content Available/ Minimum Order Requirements
New Leaf Paper (888) 989-5323 www.newleafpaper.com	San Francisco	Office/Copy Paper <ul style="list-style-type: none"> • White: 30 - 100% • Color: 30% Stationary Paper: 30-100% Printing papers: 10-100% Minimum order: varies
Spicers Paper (510) 476-7700 www.spicers.com	Union City	Office/Copy Paper <ul style="list-style-type: none"> • White: 10-100% • Color: 30% Stationary Paper: 30-100% Printing Papers: 10-100% Minimum order: \$500
Unisource (925) 227-6000 www.unisourcelink.com	Pleasanton	Office/Copy Paper <ul style="list-style-type: none"> • White: 30% • Color: 30% Stationary Paper: 30-100% Printing Papers: 10-100% Minimum order: \$400
Xpedx (510) 489-5475 www.xpedx.com	Hayward	Office/Copy Paper <ul style="list-style-type: none"> • White: 30 – 100% • Color: 30% Stationary Paper: 30-100% Printing Papers: 10-100% Minimum order: Varies, minimum by weight or expenditure

Cooperative Source

Recycled Products Cooperative (800) 694-8355 www.recycledproducts.org Email: Information@recycledproducts.org	Open to commercial and public sector, this co-op leverages its group buying power to purchase paper from suppliers at reduced rates. No membership fee.
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Catalog and Internet Sources

Catalog & Internet Sources	Catalog Ordering Available	Internet Ordering Available	Postconsumer Content/ Other Recycled Products Available
Blaisdells Stationers (888) 483-3604 www.blaisdells.com	YES	YES	Office/Copy Paper <ul style="list-style-type: none"> • White: 30 - 100% • Color: 30% Stationary/Resume Paper: 30-100% Office supplies: various
Corporate Express (888) 238-6329 www.corporateexpress.com	YES	YES	Office/Copy Paper <ul style="list-style-type: none"> • White: 30% • Color: 30% Office supplies: various

Catalog and Internet Sources (cont.)

Catalog & Internet Sources	Catalog Ordering Available	Internet Ordering Available	Postconsumer Content/ Other Recycled Products Available
Dolphin Blue (800) 932-7715 www.dolphinblue.com		YES	Office/Copy Paper • White: 30 - 100% • Color: 30% Stationary/Resume Paper: 30-100% Printing Papers: 30-100% Office supplies: various
Give Something Back (510) 635-5500 or (800) 261-2619 www.givesomethingback.com	YES	YES	Office/Copy Paper • White: 10 -100% • Color: 30% Office supplies: various Printing Papers: 30-100%
Green Earth Office Supply (800) 327-8449 www.greenearthofficesupply.com	YES	YES	Office/Copy Paper • White: 30 - 100% • Color: 30% Stationary/Resume Paper: 30-100% Office supplies: various
Greenline Paper (800) 641-1117 www.greenlinepaper.com	YES		Office/Copy Paper • White: 30-100% • Color: 30% Stationary/ Resume Paper: 30-100% Office supplies: various
Greg Barber Company (800) 840-4555 www.gregbarberco.com		YES	Office/Copy Paper • White: 100% Stationary/Resume Paper: 100% Printing Papers: 100%
Quill Corporation (800) 982-3400 www.quillcorp.com	YES	YES	Office/Copy Paper • White: 30% • Color: 30% Office supplies: various
Recycled Office Products (800) 814-1100 www.recycledofficeproducts.com	YES	YES	Office/Copy Paper • White: 30 - 100% • Color: 30% Office supplies: various
The Real Earth Inc. (800) 987-3326 www.therealearth.com	YES	YES	Office/Copy Paper • White: 30 - 100% • Color: 30% Stationary/ Resume Paper: 30-100% Printing Papers: 30-100% Office supplies: various

Catalog and Internet Sources (cont.)

Catalog & Internet Sources	Catalog Ordering Available	Internet Ordering Available	Postconsumer Content/ Other Recycled Products Available
Treecycle Recycled Paper (406) 626-0200 www.treecycle.com	YES	YES	Office/Copy Paper <ul style="list-style-type: none"> • White: 30 - 100% • Color: 30% Stationary/Resume Paper : 30-100% Printing Papers: 30-100% Office supplies: various
Vision Paper (505) 294-0293 www.visionpaper.com		YES	Printing Papers: 100% Tree-free (Kenaf) and Tree-free (Kenaf) with recycled content Other: envelopes made from Tree-free paper

Tree-Free Paper

Sources	Alternative Materials Used
Costa Rica Natural (805) 652-1787 www.ecopaper.com	Stationary Paper & other items: Fiber from agro-industrial waste, such as banana, coffee and tobacco with recycled content
Green Earth Office Supply (800) 327-8449 www.store.yahoo.com/greenearthofficesupply	Stationary & other items: from Costa Rica Natural and other suppliers Bagasse (sugar cane) food service items
Greenline Paper (800) 641-1117 www.greenlinepaper.com	Stationary Papers: Hemp/Flax with recycled content
Greg Barber Company (800) 840-4555 x3 www.gregbarberco.com	Denim, hemp, kenaf, old money
Kelly Paper Store Hayward: (510) 783-2200 Oakland: (510) 444-6727 www.kellypaper.com	Stationary & Printing Papers: Bagasse (sugar cane) and Bamboo with recycled content
Living Tree Paper Company (800) 309-2974 www.livingtreepaper.com	Stationary & Printing Papers: Hemp/Flax with recycled content
Vision Paper (505) 294-0293 www.visionpaper.com	Stationary & Printing Papers: 100% Tree-free (Kenaf) and Tree-free (Kenaf) with recycled content Other: envelopes made from Tree-free paper

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