



Hello Rural Alaska Recyclers!

Here is your **ALPAR Flying Cans Kit** to help you get started recycling aluminum cans! Flying Cans has been helping communities who are off the road system recycle aluminum since 1988.

This kit contains:

- **Request for Flying Cans Service in your community**

If you haven't recycled cans through our Flying Cans program in the past 6 months, fill this out and send it back to us **BEFORE** you send any cans.

- **Information sheet for Station Agents and Pilots**

Give this information sheet to your local airline agent.

- **Packaging Instructions**

Be sure to follow these instructions exactly to make sure that you receive credit for your aluminum cans. Each bag of cans must be labeled:

TO: ALPAR Flying Cans / NAC **FROM:** your name, address and phone number.

- **Request for ALPAR Recycling Bags**

If you want our bags to **SHIP** your cans, please fill out and send in. One box per community please. Please, use for shipping only!

A few points to remember:

- **Aluminum cans are the only material** that can be shipped via Flying Cans.
- Cans must be empty and bags of cans must be tied **VERY SECURELY**.
- **Each bag** of cans must include **YOUR NAME, ADDRESS, and phone number**.
- All shipments of cans must end up at **Northern Air Cargo terminal** in Anchorage.
- If this is the first time you've shipped cans via ALPAR Flying Cans, be sure to **CALL US FIRST, BEFORE YOU SEND ANY CANS**.
- ALPAR mails checks about every one or two months for the value of the cans you've sent in. Remember, if the cans are not correctly labeled, we won't know who sent them in when they arrive in Anchorage and you won't get paid on them.

Please remember to thank Northern Air Cargo, the Alaska Air Carriers Association and your local Flying Cans Airlines for making this program a success!

(Give this to your local agent)

ALPAR Flying Cans Agent / Pilot Information Sheet

Thank you for helping Alaskan communities recycle their aluminum cans! It really helps out, and your participation is very much appreciated.

How Does the ALPAR Flying Cans Program Work?

- Local organizations, schools, residents collect aluminum cans in their community.
 - They empty the cans of all liquid, and package them in heavy duty plastic bags (or boxes, if you prefer) with address labels attached.
 - They bring them to their local station to be backhauled to Anchorage.
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- Airlines fly the cans (space-available) to their hub community, then **transfer them at the hub to Northern Air Cargo**. NAC brings the cans into their Anchorage facility, where they are periodically picked up by the Anchorage Recycling Center.

Aluminum Cans Only!

The ALPAR Flying Cans program is devoted exclusively to **backhauling and recycling aluminum cans** (no other materials, such as paper or plastic, or hazardous wastes such as batteries or solvents).

How Your Airline Can Help

1. **Backhaul** aluminum cans from your communities as airline space permits.
2. **At your hub community, please transfer the cans to Northern Air Cargo**. Aluminum cans transferred in hub communities to Northern Air Cargo arrive in Anchorage at the NAC building, where they are stockpiled until being picked up by the Anchorage Recycling Center.
3. Call ALPAR if any glitches or problems come up - we'll take care of them promptly. As station agents and pilots, the backhauling you do of aluminum cans is what makes this program work - without your help, these folks would be unable to recycle. Thank you for your service to the people of Alaska!

Keeping Things Running Smoothly

One of our top concerns is that this program be convenient and easy for YOU, the station agents and pilots.

Every organization or resident who participates in ALPAR Flying Cans is instructed that it's their responsibility to collect, properly package, and deliver the bags of cans to the station ready to ship on a space-available basis.

If you have any questions about the program, or if we can help in any way, please contact us.

ALPAR **Email: alpar@gci.net** Mary Fisher (907) 274-3266 Fax 274-8023

ALPAR Flying Cans

Packaging Instructions - Important!!

• *Save your Aluminum Cans*

Empty cans of all liquid. This is especially important - if bags of cans leak any liquid, airlines will refuse to ship them. Make sure they're absolutely empty. We recommend that you flatten the cans, but it's not required.

• *Package the Cans for Shipping*

Package the cans in heavy-duty plastic bags. If the bags aren't extremely strong, cans should be double-bagged. (You can order ALLPAR Green Recycle Bags for shipping cans: Call 274-3266 and leave your fax number or email alpar@gci.net).

The cans will be handled roughly during loading and unloading. Bags of cans will be thrown, dropped and packed tightly against other cargo. Be sure that each bag of cans is packaged securely so that it won't break or come open during rough handling.

• *Identify Yourself to Receive Payment for Cans*

Tags must include YOUR name, address and telephone number.

You may list this information on a piece of paper or an envelope and put inside the bag, also.. By including your name and address inside the bag, you're ensuring that if the tag on the outside of the bag is lost or torn, you will still receive payment for the cans you're sending.

• *Fasten the Bag SECURELY*

Secure the bags to make sure they don't come open at the top during shipment.

You may knot the bags or use wire, twine or heavy-duty tape to securely close the top.

• *Tag EVERY Bag*

Remember that each bag of cans must be marked in such a way that the airline crew can quickly and simply identify it as aluminum cans which are headed to Anchorage for recycling at the Anchorage Recycling Center.

Tag the outside of each bag with the following information:

1. To: NAC for the Anchorage Recycling Center, Anchorage
ALPAR Flying Cans Recycling Program
(907) 562-2267
2. From: Your name and return address
Your telephone number

To tag the bags, use heavy-duty tape to attach a large label to each bag near the top or use heavy duty tags that can be tied onto the bags and will not be lost.

Bags may be separated during shipment. **Be sure that every bag is tagged.**

Aluminum cans are the only material that can be backhauled by the Flying Cans program.

GREEN RECYCLING BAGS for FLYING CANS

Request Form for Donation of ALPAR RECYCLING BAGS

GREAT NEWS! ALPAR is continuing our new bag program for recycling aluminum cans. These bright green "RECYCLING BAGS" are for organizations who are collecting aluminum cans for recycling. We are especially encouraging rural communities who participate in the **ALPAR Flying Cans** program to use these bags for shipping cans to Anchorage.

Please note

These bright, **green Recycling Bags** are provided by ALPAR as a free community service to assist your organization and community in recycling aluminum cans.

They are for recycling aluminum cans only.

ALPAR is a privately-funded, non-profit organization dedicated to promoting economically feasible recycling in Alaska. The bags are paid for by ALPAR and our corporate sponsors; the bags are not provided through funding from the government.

BP Exploration (Alaska) is the primary sponsor for this free bag program.
Please thank them whenever you can!

• Shipping information

• **Mail or FAX** your **donation request** for bags.

• **Important!!** Bags are provided to one address/organization per community only. Make sure that you coordinate efforts with any other recycling folks in your community.

• Requests for bags are processed in the order they are received.
Bags are shipped parcel post via the US Postal Service or can be picked up in Anchorage.

• You can avoid delays in receiving your bags

• Based on usage and population, we allot a specific number of bags for each community (200 bags per case). Quantities of bags are limited. If you want more bags than we've allotted for your community, please let us know.

If special circumstances exist, e-mail us at alpar@gci.net to inquire if additional bags are available.

• Before mailing your request to us, be sure to:

1. Double-check that the form is completely filled out.
2. Make a copy of your completed request for your files.

Mail your request form to:

ALPAR Flying Cans Bags
PO Box 200393

Anchorage, AK 99520

FAX to ALPAR: (907) 274-8023

Questions? E-mail us at alpar@gci.net

(See reverse for order form!)

Donation Request for ALPAR Recycling Bags

• Community Information

1. In which community(s) will bags be used? _____
Please order bags for your Flying Cans program or volunteer aluminum can collection program only.

2. Organization name: _____

3. Mailing/delivery address: _____

4. City: _____ Zip code: _____

5. Contact person: _____ Title _____

6. Phone: (907) _____ Fax: (907) _____ e-mail: _____

7. Are you currently registered to participate in Flying Cans? _____

8. Official population of your community _____

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• Green Recycling Bags

_____ is the **maximum** number of cases of free ALPAR recycling bags allotted for your community this year. You may request less than this number of cases, but not more than this number of cases. There are 200 bags per case.

Please mail _____ cases of recycling bags.
ALPAR will initially cover postage for recycling bags.
(Please keep in mind we may have to charge for shipping in the future. Thank you.)

Or....

We will pick up _____ cases of recycling bags from ALPAR.
Please fax a pick-up authorization form with direction to the warehouse.
**Bags cannot be picked up without the authorization form.

For priority processing, return this order form by **March 22nd**.
(requests are accepted after this date, too, but are shipped later than those postmarked by 3-22-04)
• *At least* four weeks is required from receipt of your request to date of shipping.
• **Requests are processed in the order received, shipping will start about April 1st or before.**
• Bags are mailed parcel post unless other arrangements are made.

Fill out and return this sheet if you have never shipped aluminum cans out of your community as part of **ALPAR's Flying Cans Program**. Be sure to send this sheet BEFORE you try to ship any aluminum cans.

Request for ALPAR Flying Cans in your community

Please fill out the following information and mail or fax back to us. Based on the answers you provide to these questions, we'll work on helping you get an **ALPAR Flying Cans** backhaul connection for recycling set up in your community.

Request for **ALPAR Flying Cans** service

Name of community to be served: _____

Name of organization: _____

Address/ZIP: _____

Contact person: _____

Phone (907) _____ fax (907) _____

Nearest airline hub community : _____

Material to be recycled: ALUMINUM CANS ONLY _____

List **ALL** airlines flying in and out of your community now (include phone numbers at hub location):
Feel free to attach an additional page if necessary.

1. _____ phone (907) _____
2. _____ phone (907) _____
3. _____ phone (907) _____

Which of these airlines transfers cargo to **Northern Air Cargo** for transport to Anchorage? (You should phone your local airlines to ask them specifically if they work with NAC to haul cargo into Anchorage)

Do you have aluminum cans to ship right now? (circle YES or NO)

If **NOT**, when do you estimate you will have cans ready to recycle? _____

Is your recycling effort a one-time special event, seasonal, or an ongoing project? Explain:

Return by mail or fax to: **ALPAR**
PO Box 200393
Anch, AK 99520
fax (907)274-8023