We use paper everyday. Most of the paper we use is made from trees that take 15-20 years to replace.

The average tree can provide:
700 paper grocery bags or
2,700 copies of a 36-page Sunday newspapers or
8,333 sheets of $81 / 2 \times 11$ paper
When you recycle one carton of paper (10 reams) you save over half of a tree! (0.6)

For every ton of paper that is recycled, the following is saved:
${ }^{2} 17$ trees
${ }^{8} 275$ pounds of sulfur
${ }^{9} 350$ pounds of limestone
${ }^{2} 9,000$ pounds of steam
${ }^{9} 60,000$ gallons of water
${ }^{9} 225$ kilowatt hours of energy
${ }^{2} 3.3$ cubic yards of landfill space
You save even more energy and prevent more pollution by:

- Printing or copying on Both Sides
e Widening Margins to $1 / 2$ inch
e Not printing e-mails or other items unnecessarily
Sending one-sided sheets to the Warehouse to be made into notepads.
e Taking messages electronically

