



Town of Mammoth Lakes

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Sustainable Purchasing and Practices Policy

The Town of Mammoth Lakes shall purchase recycled-content paper products that are recyclable subject to the terms below.

1. When available at no greater cost than nonrecycled products and when fitness and quality are equal to nonrecycled products, all paper products purchased by the Town shall be recyclable, as defined by the Federal Trade Commission "Green Guides" and contain the recycled content listed below:
 - Recycled paper: at least 30%
 - Toilet paper: at least 45%
 - Facial tissue: at least 10%
 - Toilet seat covers: at least 20%
 - General purpose paper wipers at least 40%
 - Food service ware (napkins, plates, bowls, etc.): at least 40%
2. The Town shall obtain written certification and other verification from product vendors, as applicable, certifying that the products meet the recycled-content and recyclability requirements.
3. Maintain records to show that annual procurement target is met, including copies of all invoices, receipts, or other proofs of purchase that detail the procurement of paper products and printing and writing papers by volume and type and written certification(s) from vendors and other verification(s) for minimum recycled content, as applicable.