

Thank you for purchasing the WeRecycle Battery Box. With your help, we are keeping used batteries out of landfills and reclaiming precious materials to be reused in new products.

These instructions ensure the safe storage and transportation of used batteries and must be followed EXACTLY, so please read carefully. If you have any questions, please email our customer service team at [customerservice@cirbasolutions.com](mailto:customerservice@cirbasolutions.com) or call 1.800.852.8127. We are here to help!

## Accumulation Start Date

Find the section on the top of the container marked, "Accumulation Start Date," and with a permanent marker fill in the date when the first battery is placed in the container. EPA regulations require that you return your WeRecycle Battery Box within 1 year of the Accumulation Start Date.

### Start Accumulation Date Reference

WRITE ACCUMULATION START DATE BELOW		
MM	DD	YY

## How to Set Up your WeRecycle Battery Box



### PREPARE

Remove the outer sleeve and lift the front flap of the outer box to reveal inner box. Do not remove or damage the flame retardant liner.



### BUILD

Insert header tabs into top slots, side flaps into back slots, and neatly position bags. Write the date on the back of the box at the time of first use.



### PROTECT

Place each battery cell into its own bag. Individually bag and seal all batteries or cellphones. If no CLEAR BAGS are available, cover the positive terminal with NON-CONDUCTIVE TAPE.



### CHECK & DROP

Check each battery's chemistry to ensure it is accepted in this recycling kit. Deposit sealed bag or bags into the box. Collect batteries until max weight is reached or before one year is reached.



### PACK

Fill any void space with bubble wrap or crumpled paper, release the header tabs and side flaps, remove backing from inside adhesive strips, and insert side flaps.



### SHIP

Do not cover the pre-paid, pre-addressed return shipping label with any other label(s). Ship WeRecycle Battery Box with your local UPS carrier.

## Terms and Conditions



Scan to review Cirba Solutions Terms & Conditions

## Maximum Weight

- The WeRecycle Battery Box Medium can ship up to 25 lbs. of materials.
- The WeRecycle Battery Box Large can ship up to 50 lbs. of materials.

*Boxes should never weigh more than noted amount when full.*

Cirba Solutions reserves the right to charge a penalty fee when the boxes exceed the weight limit.

## Covered Batteries

*Batteries below are limited to the following sizes and smaller:*

- Alkaline, Dry Nickel Cadmium (NiCd), Zinc Carbon, Nickel-Metal Hydride (NiMH), Silver Oxide, Small Non-Spillable Lead-Acid.
- Lead-Acid (non-spillable) and NiMH: a gross weight of 25 lbs. per battery.
- Never deposit batteries with liquid electrolyte, such as motorcycle batteries, in the box.

### *Please note:*

Corroded alkaline batteries are not considered damaged or defective and therefore can be recycled in your WeRecycle Battery Box. Please place them inside a clear bag.

*To find the battery chemistry please see label reference below.*



## Prohibited Batteries

The following batteries are prohibited from being shipped in the WeRecycle Battery Box:

- Batteries containing free-flowing electrolyte (e.g.:automotive/motorcycle batteries).
- Low production run and prototype batteries.
- Damaged, defective, or recalled batteries.
- E-cigarettes/vapes.

Examples of a damaged or defective battery would be if the battery short circuited or is leaking, bloated, or cracked. *If unsure if your batteries are considered damaged or defective, please contact our customer service team for assistance.*

## Battery Insulation / Terminal Protection

*All batteries require insulation and must be individually insulated to prevent short circuiting:*

- Place the batteries in individual plastic bags (clear, sealable bags only) or cover exposed terminals with tape (CLEAR tape only).



## Regulation Markings

This box ships under special permit DOT SP-14849. The person offering this package to a motor carrier must notify the operator of the motor vehicle of the presence of batteries by ensuring all labels printed on the WeRecycle Battery Box are visible. Please **DO NOT** apply other DOT labels or cover any information printed on the collection container.

## Returning your WeRecycle Battery Box

On the box you will find a prepaid return shipping label. You can either give the box to your UPS driver or take it to your local UPS store. For those with a UPS account, you can schedule a pickup by calling 1.800.742.5877 or go to <https://www.ups.com/>.

## Reminders

- WeRecycle Battery Boxes must be stored away from heat.
- Packages must be securely closed prior to being offered for transportation. This package is only authorized to ship dry cell batteries.
- Once full, or before one year is reached, prepare the box and return.

***DO NOT ship your own collection containers to Cirba Solutions without first contacting customer service for further instructions.***

*Please call 1.800.852.8127 or email [customerservice@cirbasolutions.com](mailto:customerservice@cirbasolutions.com).*