

Recycling Sharp Toner Cartridges

The screenshot shows a web browser window with the URL http://www.sharpusa.com/products/business/toner/Toner_Form/. The page features the Sharp logo and the title "Toner Recycling Program". Below the title, there is a heading "Two simple steps to recycling your used Sharp toner cartridges:" followed by two steps:

- Step 1:** Complete and submit the form. Sharp will process your request and generate your UPS shipping label and instructions for return to an authorized recycling location at no cost to you.
- Step 2:** Daily Pick up/Delivery customers: Have your shipment(s) ready for the driver as usual. Packages can also be brought to any UPS Store® location, UPS Drop Box, UPS Customer Center, UPS Alliances (Office Depot® or Staples®) or Authorized Shipping Outlet near you. Click [here](#) to find your closest UPS location.

The form is divided into two main sections:

- Enter your Shipment information:** Includes fields for "Shipping Carton" (dropdown), "Sharp Copier Model" (dropdown), and "Total estimated weight" (text input) with a note "(Required for Bulk Shipments)".
- Enter your Contact information:** Includes fields for "Company / Organization", "Name", "Address line 1", "Address line 2", "City", "State" (dropdown), "Zipcode", "Telephone" (with area code and number inputs), "E-mail address", and "Your Sharp Dealership (if known)". There is also a checkbox for "I would like to receive a Sharp Toner Bulk Shipping carton for future use".

A "Submit" button is located at the bottom of the contact information section. A note at the bottom of the page states: "The Sharp Toner Recycling Program is for Sharp Copier Toner Products ONLY. Sharp reserves the right to chargeback customers for all costs associated with the shipping and recycling of any non-Sharp product received." At the very bottom, it says "Sharp Toner Recycling Program Support: Read our [FAQ's](#) or email: SharpTonerRecycling@SharpUSA.com".

Annotations on the screenshot include:

- A red arrow pointing to the URL in the browser address bar with a text box: "Go to the website www.sharpusa.com/recycle".
- A red arrow pointing to the "Submit" button with a text box: "Fill out the information and hit Submit".

***tip:

Returning just one toner cartridge is not a bulk shipment, so you do not need to enter weight nor request a bulk shipping carton in the future.

Per the website instructions:

1) Complete and submit the form. Sharp will process your request and generate your UPS shipping label and instructions for return to an authorized recycling location at no cost to you.

2) Packages can be brought to any UPS Store® location, UPS Drop Box, UPS Customer Center, UPS Alliances (Office Depot® or Staples®) or Authorized Shipping Outlet near you.