greenearth
Electronics Recycling & ITAD

269-294-0525
pickup@greenearth1.com

Loading Your Shelf Cart the Right Way

A few simple steps protect your equipment, keep our team safe, and make pickup day go smoothly. Follow these tips when filling your container.



1 Monitors Go on the Top Shelf

Place monitors on the top shelf of the cart, screen to screen, so the glass is protected. If you are able, pop the stand off first.



2 Thin & Small Items Go on the Center Shelf

Use the center shelf for thinner electronics like laptops, mini PCs, and thin clients, plus smaller items like loose RAM, batteries, and similar parts.



3 Big & Heavy Items Go on the Bottom Shelf

Use the bottom shelf for bigger, heavier items like battery backups, desktops, and servers. Set loose cords and power supplies on top of them.



4 Handle Batteries with Care

Keep loose batteries on the center shelf, away from metal parts. Tape the terminals or bag them separately, and leave batteries inside laptops and battery backups when possible.



5 Set Items In — Keep Each Shelf Stable

Place items gently on each shelf instead of tossing them, and keep everything within the cart's edges so nothing shifts or falls during transport.



6 Have Any Questions? Call or Text

If you have any questions, our team is happy to help. Call or text Jack at **269-294-0525.**

What You Can Count On From Us



Reliable

We show up, communicate clearly, and follow through with dependable pickups and timely reporting.



Customizable

Programs can be tailored around your equipment volume, pickup schedule, data destruction needs, and reporting requirements.



Easy

Simple communication, flexible scheduling, and responsive support help reduce the burden on your internal team.

Ready to Schedule a Pickup?
Our team is happy to help — give us a call or send us an email anytime.

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