These guidelines describe the program and what your facility (collection site) needs to do to participate. For simplicity, these guidelines will refer to mattresses and box springs as mattresses. MRC reserves the right to update, change, modify, amend, add or remove terms or otherwise alter these guidelines at any time with or without prior notice.
ABOUT THE PROGRAM

Mattress Recycling Council
The Mattress Recycling Council (MRC) is a nonprofit organization formed by the bedding industry to operate the Bye Bye Mattress recycling program in states that have enacted mattress recycling laws – California, Connecticut and Rhode Island.

In each of these states households and businesses now have no-cost options to recycle mattresses. Businesses may recycle through the Commercial Volume Program by dropping off units directly at a participating recycler or eligible entities can arrange transportation with MRC. Households may directly recycle through a local collection site or event or indirectly through a residential bulky item curbside collection program or retailer that takes back old units when delivering new ones.

Bye Bye Mattress is made possible by a recycling fee that is collected when mattresses are purchased in those states. Fees vary by state and each state fee funds that state’s program. The fee is primarily used to establish collection sites and events, transport mattresses from those locations to recyclers and cover the cost to disassemble the mattresses. Portions of the fee are also used for combatting illegal dumping, conducting research to improve the recycling process and to identify new uses for materials, as well as providing public education and outreach.

Commercial Volume Program
MRC provides Connecticut and Rhode Island businesses and organizations the following opportunities to recycle mattresses at no-cost.

- Any business or organization may drop off any number of units at a participating recycler. Contact MRC for details.
- Eligible entities with at least 50 units to recycle can request transportation services. As defined by the laws in these states, eligible entities include mattress retailers, waste-to-energy facilities, healthcare facilities, educational facilities, correctional facilities, military bases or commercial or nonprofit lodging establishments. 14 days advance notice required. Contact MRC for details.

Contact:
Dan McGowan, 860-830-3832
dmcgowan@mattressrecyclingcouncil.org
The Commercial Volume Program allows Connecticut and Rhode Island businesses and organizations to recycle with MRC’s Bye Bye Mattress Program.

Units must have been used and discarded in the program state. Each state program operates independently. Therefore, a participant with discarded units from Connecticut and Rhode Island (or a program state and non-program state) must separate the units.

**Eligibility**

**RETAILERS**
- Must be registered with MRC, remitting the recycling fees and compliant with all provisions of Connecticut’s and/or Rhode Island’s law(s) to participate.
- To receive transportation, must have accumulated a minimum of 50 units. Partnering with other local businesses, organizations or allowing public drop-off to reach the minimum is permitted.
- To drop off mattresses at a recycler, must contact MRC to make arrangements.

**OTHER COVERED ENTITIES**
  - To receive transportation, must have accumulated a minimum of 50 units. Partnering with other local businesses, organizations or allowing public drop-off to reach the minimum is permitted.
  - To drop off mattresses at a recycler, must contact MRC to make arrangements.
  - When purchasing new units, the vendor must be collecting and remitting the recycling fee.

**Participation**
To receive MRC’s assistance with transporting and/or recycling mattresses, the eligible entity must:
- Complete a registration form and return it no later than 14 days in advance of the desired pickup date.
- Agree to follow these guidelines.
- If receiving transportation, provide a collection area that is capable of allowing access to a 53-foot trailer.
- If receiving transportation, provide a minimum of two staff members to load units into the provided trailer.
INCLUDED PRODUCTS

**Mattresses:** Defined as any sleep surface covered with ticking or fabric that contains resilient material such as steel innersprings, foam, fiber or other filling or upholstery materials, used alone or in combination, regardless of size or shape. This definition includes foam mattresses.

**Box springs (also commonly called foundations):** A ticking or fabric-covered structure used to support a mattress or sleep surface and may be comprised of a frame, foam, springs or other structure, or other materials, used alone or in combination, regardless of whether the product is stationary or adjustable.

All items accepted for recycling by MRC must have been used and discarded in the program state.

Out-of-state mattresses must be disposed of or recycled outside of the program.
EXCLUDED PRODUCTS

- Adjustable bases not covered in ticking or fabric
- Air mattresses that contain no upholstery material (such as camping beds)
- Car beds
- Collapsible roll-away beds
- Fold-out sofa beds
- Futons
- Futon frames or bases
- Juvenile products including, carriages, baskets, dressing tables, strollers, playpens, infant carriers, lounge pad, crib bumpers
- Loose bedding, blankets or sheets
- Mattresses infested with bed bugs or other living organisms
- Mattress pads and toppers
- Metal bed frames
- Out-of-state mattresses
- Pillows and cushions
- Severely damaged, twisted, wet, frozen or soiled mattresses
- Sleeping bags
- Water beds
PROGRAM MATERIALS

MATTRESS INSPECTION AND EXAMINATION

Facility staff should screen incoming mattresses to determine whether they are suitable for recycling and should remove mattresses that are:

• Excessively wet or frozen
• Severely twisted, punctured or crushed
• Infested with bed bugs or other living organisms
• Exceptionally soiled or moldy

Mattresses not suitable for recycling should be disposed of through your existing solid waste stream.

Bed Bug Identification

Mattresses and box springs infested with bed bugs are unacceptable for recycling and should be disposed of through your existing solid waste stream. Facility staff should evaluate program materials for evidence of bed bug infestation. A bed bug training webinar is available on the Mattress Recycling Council’s website. The webinar focuses on dispelling health-related myths, bed bug identification and best practices for protecting facility staff. It can be found here.

Bed bugs are tan to brown in color, but may appear redder if they have fed.

**Adult Bed Bugs** are dorsally flat insects, broadly oval and the size of an apple or melon seed (1/4”).

**Nymphs** look like adults in shape but are smaller.

**Eggs** are white and barrel-shaped.

Signs of bed bug activity may be more obvious than the insects themselves. Look for clusters of dark spots or smudges on mattresses (fecal spots), especially along seams. Eggs, shed skins and all life stages of bed bugs may also be present in these ‘soiled’ areas.

For more information on bed bugs, please refer to the resources made possible by the [Connecticut Coalition Against Bed Bugs at www.ct.gov/caes/CCABB](http://www.ct.gov/caes/CCABB)
QUALITY STANDARDS

Acceptable Quality

**IMPORTANT:** Only units used and discarded in Connecticut or Rhode Island are accepted by the program. Each program operates independently.

Shown here are examples of acceptable units.

Unacceptable Quality

Shown here are examples to illustrate severe damage, heavy soiling and infestation.

**Other Conditions:**
- Out-of-state mattresses
- Severely damaged or soiled mattresses
- Mattress that have been stripped of padding components.
- Pillows and cushions
- Fold-out sofa beds and futon frames or bases
- Loose mattress pads, toppers
- Loose bedding, blankets, or sheets
- Water beds
- Fire damaged units
Each facility’s collection site will have unique operational considerations. Participating facilities must make their own decisions about how to best manage their operations in the safest manner possible in accordance with applicable laws. At a minimum, each facility’s collection site must meet these requirements:

<table>
<thead>
<tr>
<th>MINIMUM PROGRAM REQUIREMENTS</th>
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<tbody>
<tr>
<td><strong>SITE</strong></td>
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<tr>
<td>Each collection site must be secure with adequate space and staffing to handle and store acceptable mattresses.</td>
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<tr>
<td><strong>PERMITS</strong></td>
</tr>
<tr>
<td>Each collection site must have knowledge of, and comply with all applicable federal, state and local laws. These may include, but are not limited to, zoning requirements, state permit requirements and OSHA or other workplace requirements. It is the collection site’s responsibility to confirm it is in compliance with all applicable notifications or requirements for accepting mattresses for recycling at the site.</td>
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<tr>
<td><strong>INSURANCE</strong></td>
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<tr>
<td>Each collection site must maintain general liability insurance of at least $1,000,000 per occurrence.</td>
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<tr>
<td><strong>TRAINING</strong></td>
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<tr>
<td>Staff at each collection site must be trained and knowledgeable regarding these guidelines before handling mattresses for recycling.</td>
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<tr>
<td><strong>STORING &amp; LOADING MATTRESSES</strong></td>
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<tr>
<td>A collection site must accumulate a minimum of 50 units prior to MRC providing transportation services. Facility staff must load accumulated mattresses into the provided collection truck or container. In addition, all collection sites must:</td>
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<td>• Provide labor to load mattresses on transport vehicle.</td>
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<td>• Immediately load mattresses on MRC-designated storage container or truck upon delivery of the container or trailer. Any demurrage charges caused by the collection site will be the responsibility of the participating facility.</td>
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<tr>
<td>• Collection sites have 1-2 hours to load mattresses.</td>
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<td>• Keep mattresses intact and not intentionally crush or puncture them.</td>
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<td>• Efficiently stack mattresses to maximize the number of units loaded in each storage container.</td>
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<tr>
<td>• Provide oversight to keep unacceptable items out of MRC-designated storage containers.</td>
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<tr>
<td>• Disposal or recycling of all unacceptable items is the financial responsibility of the collection site and must be handled separately from the program.</td>
</tr>
<tr>
<td>• Practice good housekeeping standards, and keep storage containers and program materials in a neat and orderly condition.</td>
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<tr>
<td><strong>SITE ACCESS</strong></td>
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<tr>
<td>Collection sites must allow MRC access to confirm compliance with these guidelines.</td>
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</tbody>
</table>
LOADING MATTRESSES IN STORAGE CONTAINERS

Expected number of mattresses that should fit in various container sizes:

<table>
<thead>
<tr>
<th>Container Type</th>
<th>Number of Mattresses</th>
</tr>
</thead>
<tbody>
<tr>
<td>20-foot sea container</td>
<td>30-45</td>
</tr>
<tr>
<td>20-foot trailer</td>
<td>60-95</td>
</tr>
<tr>
<td>40-foot sea container</td>
<td>75-95</td>
</tr>
<tr>
<td>40-yard roll-off container</td>
<td>35-50</td>
</tr>
<tr>
<td>48-foot trailer</td>
<td>110-180</td>
</tr>
<tr>
<td>53-foot trailer</td>
<td>125-190</td>
</tr>
</tbody>
</table>

Acceptable Loading

1. Begin each stack with a queen or full size box spring. This acts as a base pallet to create a secure stack and makes unloading of mattresses quick and efficient.

2. Mattresses should be stacked horizontally to the top of the trailer to maximize space.

3. In small quantities, king size mattresses can be placed vertically next to a stack of horizontal mattresses.

4. If there are more than 10 king size units, stack horizontally.

Unacceptable Loading

IMPORTANT: Do not load units vertically or in an unsafe manner.

Please contact your Program Coordinator to learn more about acceptable/non-acceptable units as safe stacking and efficient loading techniques.
TRANSPORTATION & RECYCLING

TRANSPORTATION

MRC will assign each collection site a transporter to provide a storage container and transport services.

- MRC-contracted transporters will provide participating facilities with evidence of automobile insurance coverage of at least $1,000,000 per occurrence.
- On the scheduled pick up day, the facility must make the collection container readily accessible to the transporter.
- At the time of pick-up, facility staff must be present to sign a three-part Bill of Lading (BOL) supplied by the transporter that details the quantity of mattresses in the container and must provide appropriate copies of the BOL to the transporter.

A facility may choose to provide its own storage containers and transportation at its own cost. MRC requests that such sites contact MRC in advance to schedule a convenient drop-off time.

RECYCLING

Recyclers under contract with MRC will meet established recycling standards and accurately account for all mattresses received, the mattress components recycled (e.g., foam, steel, wood, fiber, etc.) and any residual disposal. MRC will assign a recycler to best service your facility.
Bill of Lading:
A Bill of Lading (BOL) will be provided by the transporter. Before a full container leaves the site, the BOL must be completed and signed by facility staff. Following is a sample BOL and required information:
A facility’s participation in the Bye Bye Mattress program is voluntary. Either party may withdraw from participation with 10 days written notice to the other party. MRC reserves the right to remove any facility not in compliance with these guidelines from further participation in the program.