

# GHS

## RECYCLING LTD



**UNIT 32, ACKWORTH ROAD, SHAWCROSS INDUSTRIAL PARK, HILSEA, PORTSMOUTH PO3 5JP**

**Tel/Fax: 02392 670399 Email: [info@ghsrecyclingltd.co.uk](mailto:info@ghsrecyclingltd.co.uk)**

Thank you for your enquiry regarding our "Office Waste" collection service.

GHS has specialized in the recycling industry for over 30 years. We pride ourselves on our service and our contribution to the environment in ensuring all material collected is put through the recycling stream.

**For the 'Office Waste' service we will provide you with the following:**

- A 'Waste Transfer Note' will be issued to cover Government 'Duty of Care' regulations.
- We will keep an audit trail of all your collections. We can provide you with an audit report at your request. This will include collection dates, amounts and weights.
- The material collected is baled, pulped and put through the recycling stream.
- The material includes;
  - All office paper, envelopes, leaflets and brochures.
- We will provide you with clear GHS Recycling bags free of charge.
- GHS can also provide you with a selection of storage bins to suit your needs. (further information and pictures can be requested)

**Office Waste Pricing:**

- We charge a set price, regardless of the amount of bags and boxes you have.
- It is inclusive of the collection and legal paperwork.
- There are no extra hidden costs.

**I also would like to take this opportunity to let you know about our other services;**

- Confidential Destruction
- Cardboard Collection
- Plastics Collection

\*Discounts apply for multiple services

If you have any further questions, please do not hesitate to contact.

Kind Regards

*Rachael Harris*

Rachael Harris  
General Manager  
GHS Recycling Limited.

**Waste Carriers Licence: HAM/406483 VAT Reg. No: 381 0998 29 Company Reg. No: 4375437**  
**[www.ghsrecyclingltd.co.uk](http://www.ghsrecyclingltd.co.uk)**