



Packaging Instructions



Everlights provides customers with customized recycling services nationwide.

Whether you have a box, a skid, or a truckload of material, Everlights has a solution to meet your needs.

Visit our website at www.EverLights.com

Service Requests

To order a pallet load pick up or shipping containers, please call our customer service at 877-934-9873, or visit our web site at <http://www.everlights.com/pickup-order-form>.

Preparing your Universal Waste for Shipment

Lamps

- Containers must be marked with an accumulation date. Containers must be shipped within one (1) year from the accumulation date. Each container of intact lamps must be marked: “Universal Waste Lamps,” “Waste Lamps,” or “Used Lamps.” (see 40 CFR Part 273)
- Each container of crushed lamps must be marked either as “Crushed Lamps For Recycling” or, if designated as hazardous waste, the drum must be marked, packaged and shipped via manifest in compliance with all hazardous waste regulatory requirements. Individual states designate crushed lamp status. Contact your EverLights customer service representative for clarification before shipping.
- Do not store lamps outside without protection or allow boxes to get wet or damaged. Non-sealed, damaged or wet boxes may not be accepted for transport.
- Non broken lamps must be packaged in sealed cardboard boxes or fiber drums. The easiest and most efficient method of packaging spent lamps is simply to put the lamp back into the new lamp box as you replace them. Do not place the eggshell separators back in the box. If this is not possible, EverLights can supply you with pre-labeled shipping and storage containers.
- Lamps cannot be co-mingled. Keep different types of lamps separate.
- If possible and practical, stack 4’ lamps on a normal shipping pallet crisscrossing every other row, no more than 66” high, and shrink-wrap to boxes to the pallet. Stack 8’ lamps on an 8’ pallet, no more than 48” high and shrink wrap. Palletized fiber drums must be strapped together.
- Broken and Crushed Lamps must be packaged in a USDOT specification PGIII metal or plastic drum with a secured lid.
- NOTE: Please specify if the pick- up requires a lift gate. Additional charges may apply.
- NOTE: If a pick up is cancelled in route, needs to be rescheduled once on site, or material is not accessible, a “dry run” transportation charge may be incurred.
- NOTE: an additional service charge will be invoiced for any sorting, packaging, repackaging, or cleanup of improperly packaged lamps.

Ballast

- Each drum should be labeled as PCB or NON-PCB ballasts. PCB ballasts must be labeled in accordance with EPA regulatory requirements.
- If ballasts cannot be positively identified as non-PCB, they should be considered PCB and managed accordingly.
- PCB ballasts must be shipped in USDOT PGIII approved steel drum with a secured lid (49 CFR Part 178.504). The USDOT maximum drum weight allowance is 882 lbs. PCB ballast shipments must be manifested and transported by an authorized carrier. They must be packaged, labeled, and shipped via a manifest in compliance with applicable TSCA and USDOT waste and shipping regulations.
- Leaking PCB ballasts must be double bagged and placed in a USDOT PGIII authorized drum containing at least 3 inches of vermiculite. These ballasts are considered hazardous waste and must be packaged, marked and shipped via manifest in compliance with applicable TSCA and USDOT waste and shipping regulations.
- NON-PCB ballast must be packaged in steel drums or double/triple walled cardboard boxes and gaylords. Please mark the containers clearly as NON-PCB ballast.
- NOTE: Please specify if the pick- up requires a lift gate. Additional charges may apply.
- NOTE: If a pick up is cancelled in route, needs to be rescheduled once on site, or material is not accessible, a “dry run” transportation charge may be incurred
- NOTE: an additional service charge will be invoiced for any sorting, packaging, repackaging, or cleanup of improperly packaged ballast.

Batteries

WARNING: All batteries must be effectively insulated to prevent bare terminals from coming into contact with other material that can create evolution of heat and fire through discharge. Taping the terminals or individually bagging each battery are some of the means used to accomplish this. Alkaline batteries <9 volts do not have to be taped.

- Each container must be marked with an accumulation date. Containers must be shipped within one (1) year from accumulation date. Each container must be marked: “Universal Waste Batteries.”
- Small and medium sized lithium or lithium ion batteries containers must be marked, in contrasting letters, as follows: “LITHIUM BATTERIES-FORBIDDEN FOR TRANSPORT ABOARD AIRCRAFT AND VESSEL”.
- Batteries must be sorted.
- NOTE: ADDITIONAL CHARGES WILL BE INVOICED FOR UNSORTED BATTERIES.
- Large, spillable, acid/alkali wet cell and lithium batteries must be shipped in accordance with 49 CFR Parts 101 and 172 subpart C. They must be packaged in USDOT PGII or PGIII containers or palletized. Each package must be described as HAZMAT on shipping papers and labeled as follows: “Lithium battery, 9, UN3090, PGII – label DOT Class 9”
“Batteries, wet, filled with acid, electric storage, 8, UN2794, PGIII – label DOT Class 8”
“Batteries, wet, filled with alkali, electric storage, 8, UN2795, PGIII – label DOT Class 8”

Additional: Shipping paper must include a 24-hour manned emergency phone number. A product MSDS or emergency response guide #154 for acid/alkali batteries and Guide #138 for lithium batteries must be attached to the shipping papers.

- All batteries must be stored in a cool and dry environment, away from flammable materials and heat sources.
- 3.5 gallon USDOT approved pail with secured lid, max weight 50 pounds for dry cell only: AAA, AA, C, D, 9V, lantern, alkaline, nickel, nickel metal hydride, cadmium, iron, zinc, carbon, silver, magnesium.
- 30 gallon USDOT PGIII approved drum with lid
- USDOT PGIII approved boxes
- Pallets for larger batteries with a maximum of two layers. Batteries must be securely shrink wrapped to pallet. Terminals must be isolated and cannot be used as weight supporters for the second layer.

Electronics

- E-scrap and computers can be palletized and shrink wrapped, or placed in large Gaylord pallet sized heavy-wall cardboard boxes.

Terms

Customer will be billed on the actual count and/or weight of the material. Payment terms are NET 30 days from invoice date. Everlights has the right to withhold certificates of recycling/disposal or suspend service due to delinquent invoices. A full list of terms and conditions can be found on the back of Everlights shipping documentation.