SIGN PLACEMENT RECOMMENDATIONS

Indoor Signs

Please do your part (trash)

Recommended location: Place one poster by the elevator, on every other floor of each building. Each floor should have either a "Please do your part" poster, or a "Did you know?" poster (see below).

How to put it up: Double-sided foam tape

Example:

Did you know?

Recommended location: Place one poster by the elevator, on every other floor of each building. Each floor should have either a "Please do your part" poster (see above), or a "Did you know?" poster.

How to put it up: Double-sided foam tape

Example:

Trash doesn't fit?

Recommended location: Attach this poster to the surface of every trash chute door on every floor.

How to put it up: Double-sided foam tape

Example:

Help us keep rats out

Recommended location: Place one of these signs by the elevator in the lobby of each building.

How to put it up: Double-sided foam tape

Example:

Please do your part (dog waste)

Recommended location: Place one of these signs inside the lobby of each building, on or near the lobby door so that residents and guests see the sign as they leave the building.

How to put it up: Double-sided foam tape

Example:

Outdoor Signs

STOP

Recommended location: Place these signs outside buildings, in places where residents and guests may mistakenly place trash.

How to put it up: Use plastic zip ties to attach to railings or fences.

Example:

Cleaning up dog waste

Recommended location: Attach these signs to exterior walls in areas where residents and guests walk their dogs. Each building should have at least one of these posters.

How to put it up: Use plastic zip ties to attach to railings or fences.

Example:

Taking your dog for a walk?

Recommended location: Attach these signs to exterior walls in areas where residents and guests walk their dogs. Each building should have at least one of these posters. You could also place one inside the lobby near the front door.

How to put it up: Use plastic zip ties to attach to railings or fences. Use double-sided foam tape if attaching to inside walls.

Example:

Welcome

Recommended location: Place one of these signs on or near the main entrance to each building, so that residents and guests see it as they enter the building (or when they are locked out).

How to put it up: Use double-sided foam tape to attach to a door or wall near the entrance.

Example:

"Trash left here" stencil

Recommended location: Place this stencil on the ground and paint over it to leave a message for residents and guests, in locations where you do not want them to leave trash.

How to put it up: Spray paint to print directly onto the sidewalk or pavement.

Example:

FAQ's:

1. **What do I do if I have too many posters?**
   Add more posters to areas inside/outside of your buildings. In general, these posters should be in high traffic areas where residents are most likely to notice and pay attention to them.

2. **What do I do if I don't have enough posters for all the buildings in my development?**
   Reach out to Josie Bartlett (Josephine.Bartlett@nycha.nyc.gov) to let her know that you are short of posters. She will work with ideas42 to develop a solution.

3. **What if I don't have space for these posters because there are lots of other posters in the recommended areas?**
   These are general guidelines to try and make these posters more visible to residents, while they adapt to the new trash cans and tilt trucks that are being installed. If possible, Property Managers should remove older/outdated posters that are no longer needed so walls don't become overly crowded.

4. **What do I do if the posters get torn down?**
   Reach out to Josie Bartlett (Josephine.Bartlett@nycha.nyc.gov) to let her know that these posters have been taken down, and she will work with ideas42 to record these instances.