

Commercial Cleanout Waste Checklist

Bins Toronto - Office and Retail Clearout Guide

Plan and inventory

1 Walk the space first

List big items, electronics, and anything to resell or donate.

2 Flag special handling

Batteries, tubes, chemicals, and e-waste get their own list.

3 Check the lease

Know the return condition and deadline before you start.

Sort into streams

1 Furniture and fixtures

Resale, donation, or a mixed-waste bin.

2 Electronics and e-waste

Approved recycling only, wipe data first.

3 Paper, cardboard, and metal

Recycle, shred sensitive files, scrap the metal.

Bin and timeline

1 Size to the leftover waste

General waste is smaller once recyclables are pulled out.

2 Book delivery for sort day

Land the bin when the sorting finishes, not before.

3 Clear in zones

Finish one area at a time to cut downtime.

Questions about the right bin for your project? Visit binstoronto.ca to book or get advice.