



**GreenTip**  
How Do You Measure Up?

## Going “Paper-less” at Home

The term “**paperless**” is perhaps a bit of a misnomer. Maybe “**paper – less**” would be more accurate, with the intention being to reduce the amount of paper we use. Lots of businesses have taken the leap to a **paper-less** office by keeping electronic records and files, by corresponding electronically and by computerizing all their work processes. The cost savings in paper, printing and copying equipment and supplies and even storage cabinets and space can be very significant. So how can this **green** business ethic work at home?



## Household Finances & Recordkeeping



At home we use paper for a variety of purposes. A big way to **reduce** the paper we handle and store is to sign up for electronic statements and bills from banks, utilities, credit card companies and other service providers you deal with. Most national companies are actively soliciting their customers to sign up for **online bill pay** or **automatic payments** from

customer checking or savings accounts. Now, even many local businesses are jumping on the band wagon. This is a big opportunity to use **less** paper.

## Household Mail

A big waste of paper can show up unsolicited in your mailbox. You can stop that junk mail from accumulating by taking some steps to eliminate it at its source. Use the Direct Marketing Association’s Mail Preference Service to **opt out** of mailing lists and pre-approved credit card offers. Easy to use links and forms allow you to take advantage of this free service online or with a mail-in form. Click on this link to get started: <https://www.dmachoice.org/MPS/proto1.php>

## **Convenience vs. Environmental Impact**

In some cases, household paper use is based on habit or convenience. It's possible to use significantly less paper by making some **eco-friendly choices** at home. For example, if you use paper towels to clean up household messes and spills, consider **reusable** sponges or cloth towels instead. Avoid buying disposable plates, cups, utensils and napkins and consider using the real thing instead. Keep in mind that these disposable convenience items are almost always more expensive than the reusable alternatives.

**Make the choice to go paper-less!**

**You can make a difference!**