

Amalgam Bucket Replacement Program Shipping Instructions

Purchase of the bucket includes processing for safe, eco-friendly recycling. Our recycling program is designed for a streamlined process from ordering your label to receiving your certificate.

! Before you begin, please have the following available:

- Crosstex DocHub sign-in information (if this is the first time visiting the portal, please create a new account using your current amalgam bucket lid code)
- New bucket lid code (found on the lid of the amalgam bucket)

Fill the bucket with the following approved materials:

- Disposable amalgam capsules
- Contact and non-contact/scrap amalgam
- Chairside traps
- Extracted teeth containing amalgam fillings

Important: No liquid or any other waste material is to be placed into the container



The bucket lid code is on the lid of the amalgam bucket.

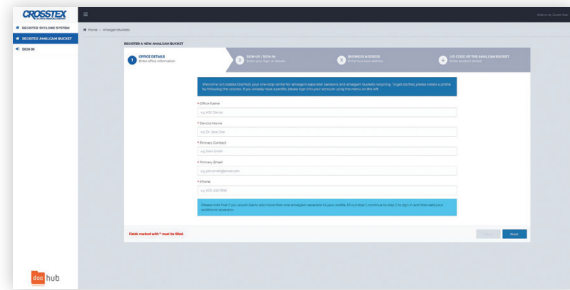
Learn more at
crosstex.com/amalgambuckets

New users to Crosstex DocHub

1 Set up account

Set up a Crosstex DocHub account by accessing the portal via the Amalgam Buckets page under "Access Recycling Portal."

Enter the office details on the first step, ensuring that all information is valid as this will be replicated on the recycling certificates.



Crosstex DocHub account set up page

2 Check email

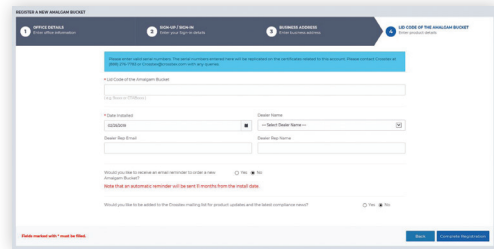
Check the email account entered in Step 1 for a temporary password. Enter the temporary password. You will be prompted to change the password to a more memorable one that can be used for future logins.

3 Verify address

Enter the business address of the office. Ensure that all information is valid as this will be replicated on the recycling certificates. Verify the address and select the UPS address that is pertinent to the office. You may override this feature if needed.

4 Enter bucket lid code



Enter the valid lid code of your Amalgam Bucket. Select the date installed and complete any pertinent information on your preferred dealer. Opt-in to receive email reminders to help stay compliant.



Final step for Crosstex DocHub account setup

5 Complete registration

Select "Complete Registration." The processing may take a few minutes. Once completed, you will be automatically redirected to the dashboard. Use the dashboard to recycle buckets, track returned buckets and view any recycling certificates that have been generated.

STATUS	ACTION
Installed	Recycle Canister
Certificate Issued	
Returned	

The Crosstex DocHub dashboard Status and Action columns

Returning users with Crosstex DocHub access

1 Sign in

Use the Crosstex DocHub portal on the Amalgam Buckets page to generate your label.

Sign in using the email and password associated with the account. On the dashboard, select "Recycle Bucket" for the used bucket you would like to recycle.

On the next page, enter the lid code of the new Amalgam Bucket. Check all the information and hit "Request UPS Label." No payment information is required.

Note: Please use one UPS label per Amalgam Bucket box.

Recycle bucket page on Crosstex DocHub

2 Print label

Print the prepaid shipping label with tracking information.

Check the email associated with the Crosstex DocHub account for the UPS label. Print the shipping label.



Example of shipping label



Sample email from Crosstex DocHub with attachment to print shipping label

3 Prepare shipment

Prepare the used bucket for shipment and attach the label to box using the return shipment label sleeve.

Additional details on packaging the used bucket can be found in the Amalgam Bucket Instructions For Use.

4 Deliver shipment

Deliver shipment within ten days to your UPS driver, local UPS Store, UPS Drop Box or UPS Alliance (Office Depot or Staples).

Note: Purchase of the bucket includes processing for recycling. Please follow the directions listed to print your shipping label. Do not ship the used bucket to Crosstex. Send all used buckets to the qualifying recycling facility listed on the label.

5 Track shipment

After shipment, follow your package on Crosstex DocHub or with the tracking number provided from UPS. You will receive your certificate once the bucket has been received for recycling. Certificates may take up to 30 days to process from date shipped to the recycler.



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