



Recycled Materials
Association

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MEMBER TOOLKIT

July 2025



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Bring the America is Made with Recycled Materials campaign to your community. The easy-to-use member toolkit features social media posts, posters, signage, postcards and letterheads to be used for company business, community events, representative engagement and more.



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Initial instructions:

1. Download your logo to your desktop. Logo must be transparent. If you don't have a transparent version, utilize the free version of removebg.com.
2. On Google Slides, select File and Make a Copy. Copy the entire presentation and rename it for your company (i.e. HW Green Toolkit).
3. For editing posters, pull-up banners, and postcards, create a free Canva account on canva.com.



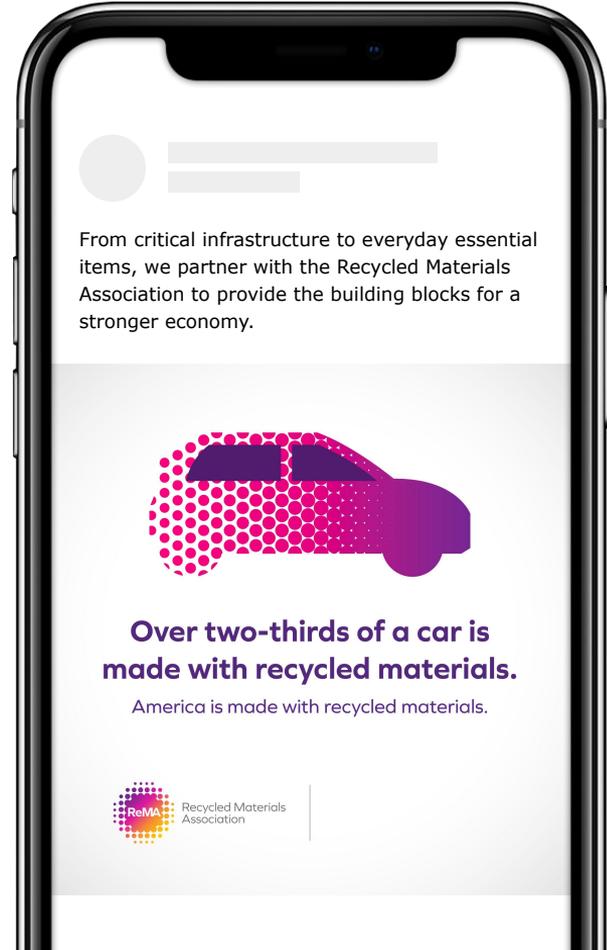
Social Media Posts

Social media is one of the most effective tools available to engage your community, local and state officials and the general public. Post on your official channels on a routine basis, utilizing the various objects included in the America is Made with Recycled Materials campaign.

Social media toolkits by size below:

1080x1080

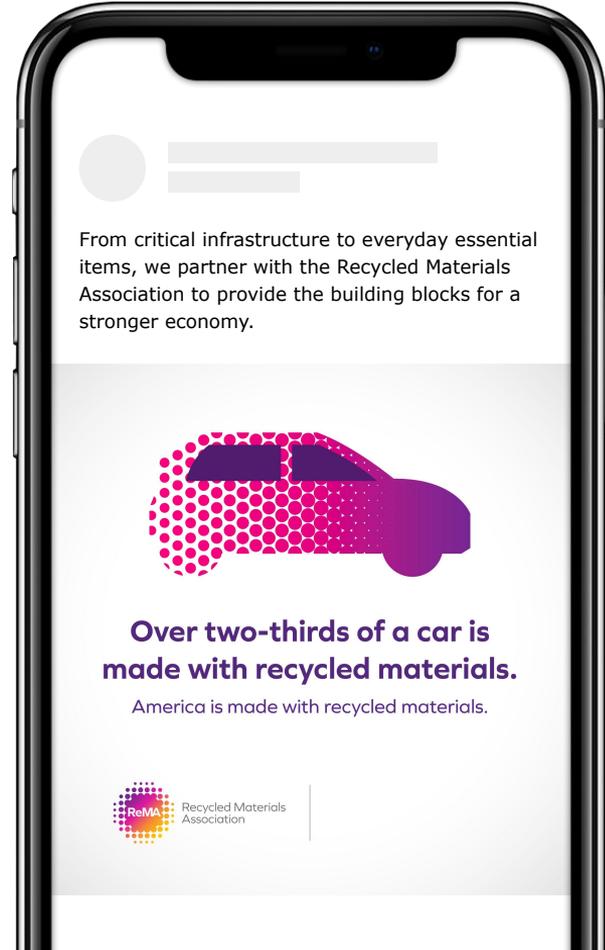
1080x1920





Social Media Posts Instructions

1. Click into [1080x1080](#) or [1080x1920](#) slides.
2. Hover over red box and copy, and delete.
3. Click Insert, Image, Upload from computer, Select logo from desktop, Select and Upload logo. Drag and resize.
4. Click File, Download, JPEG image. The image should be in your Downloads on your computer.



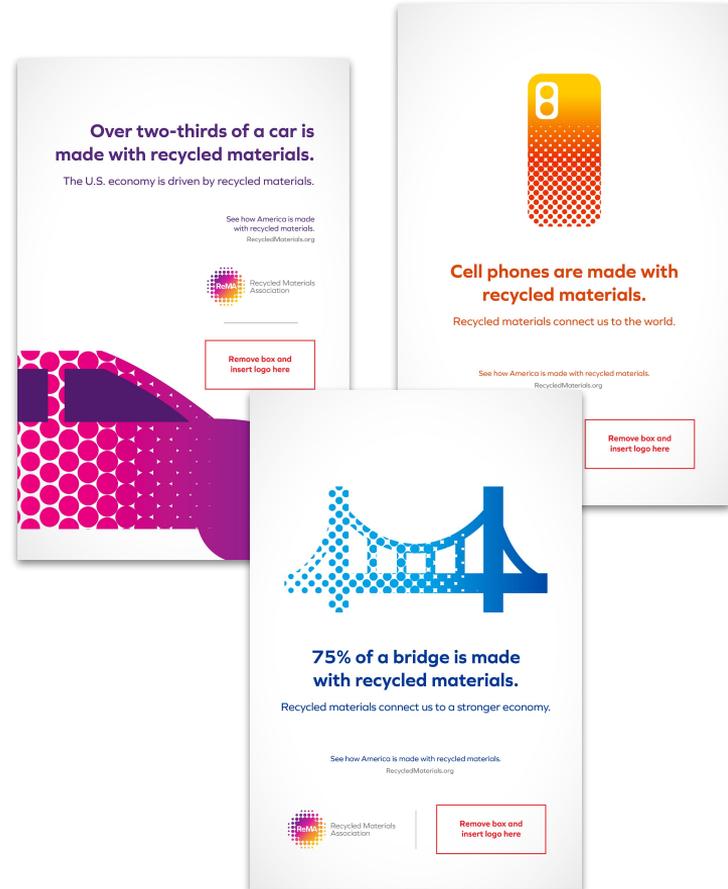


Posters - Canva

Print the America is Made with Recycled Materials campaign poster-size (24x36in) for your office or next event.

Instructions:

1. Open [Canva link for posters](#).
2. Click View Template. Click Open in Editor.
3. Delete red box and copy. Click Upload. Upload files. Select logo from desktop. Drag into place.
4. To print: Select File, Download. Select PDF Print. Select crop marks and bleed. Select Flatten PDF. Select pages - select page of poster(s). Select Color profile as CMWK. Select Download. PDF will be in your downloads to share with your printer.





Signage (Pull-up Banner) - Canva

Create signage for your office or upcoming community event utilizing the America is Made with Recycled Materials campaign.

Instructions:

1. Open [Canva link for 33.5x78.5in pull-up banner](#).
2. Click View Template. Click Open in Editor.
3. Delete red box and copy. Click Upload. Upload files. Select logo from desktop. Drag into place.
4. To print with independent printer: To print: Select File, Download. Select crop marks and bleed. Select Flatten PDF. Select Color profile as CMWK. Select Download. PDF will be in your downloads to share with your printer.
5. To print with Canva, Select "Print with Canva." Print as Large Size.





Postcard - Canva

Bring a postcard to your local representative's office or next local community event.

Instructions:

1. [Click Canva link for Postcard 5.5x4.25in.](#) Select View Template. Open in Editor.
2. Delete red box and copy from both pages.
3. Upload. Upload files. Select logo from desktop. Drag into place on both pages.
4. To print with independent printer: Print by selecting File, Download. Drop down File Type and select PDF Print. Select crop marks and bleed. Select Flatten PDF. Select Color profile as CMWK. Select Download. PDF will be in your downloads to share with your printer.
5. To print with Canva, Select "Print with Canva." Print as Small Size.





Letterhead / Fact Sheet / Collateral

Use for internal memos, official business, community fact sheets, and more.

Instructions:

1. Open **Letterhead 8.5x11in**. Click right three buttons, and select Download. Open Download and select document, which will open Word.
2. Double click the header section. Select Insert, Pictures, Picture from File. Select logo from desktop, and Insert.
3. The logo will appear too large in the header. Resize the logo, and then click Picture Format, Wrap Text, In Front of Text. Drag logo over.
4. Save document as a template by selecting File, Save as template (file name ends with .dotx). Otherwise, it can be saved as a document (.docx).



Stickers

Print these [stickers](#) at your local printer using sticker paper to pass out at community events and stick to items made with recycled materials.

Instructions:

1. Download PDF within Google Drive.
2. Print at printing shop utilizing 10.5inx8.5in sticker paper.

