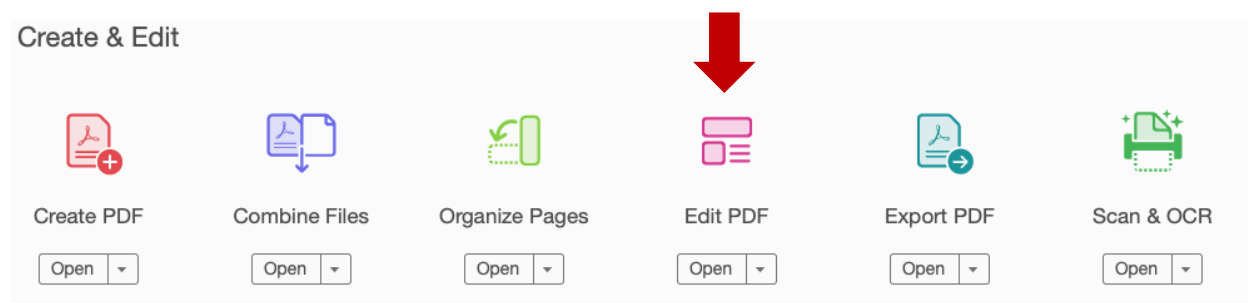# Instructions for Customizing Model Signage

CalRecycle has designed model recycling signs available for download on our website. For a complete list, visit the Organics Education and Outreach Toolkit.

Each sign is fully customizable using Adobe Acrobat Pro. Adobe offers a free one-week trial available on their website. Most professional printers will also provide these editing services.

Step 1. Open the PDF sign in Adobe Acrobat Pro.

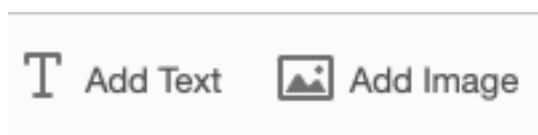## Step 2. Open the Tool Menu and select the Edit tool.

Step 3. In Edit mode, the sign will become fully editable.

You can add or remove text and add or remove images, including a logo.

To remove an image, simply click on it and the element will be highlighted with a blue bounding box. Press delete on your keyboard to delete the image.

To add an image, select "Add Image" from the toolbar.

To add text, select "Add Text" from the toolbar and drag a text box onto the sign in the desired location.

Step 4. Close the Edit tool and save the sign.

Step 3. Select image to remove it.

Step 3. Add logo and contact info.

回收 | RECYCLE | RECICLAR

City of Sacramento
916-555-1234

回收物须要干净且干燥
Clean and Dry
Limpio y Seco

不可放玻璃
NO LIQUIDS
NO SE ACEPTAN LÍQUIDOS

不可放食物
NO FOOD
NO ALIMENTOS

不可放庭院有机物
NO GREEN WASTE
NO SE ACEPTA DESECHOS DE JARDÍN

不可放有危险质
NO HAZARDOUS WASTE
NO SE ACEPTAN MATERIALES PELIGROSOS