

# DONATION GUIDE



PITTSBURGH CENTER  
for **CREATIVE REUSE**  
214 N. Lexington St, Pittsburgh, PA 15208  
pccr.org (412) 473-0100

## ★ Acceptable Materials

### FROM YOUR ART STUDIO

- ★ art supplies: paints, brushes, pencils, pens, sketchbooks, canvas, stretchers
- ★ frames (glass must be secured in frame)
- ★ glass sheets less than 11" x 14"
- ★ clay, sculpture tools, potter's wheels
- ★ studio equipment and tools
- ★ clay, sculpture tools, potter's wheels
- ★ wood pieces under 3 feet long (no splinters, mold, dirt, nails)
- ★ mat board, foam core, pre-cut mats, mat cutters
- ★ easels, drafting tables, sketch boards
- ★ rulers, drafting supplies, cutting mats, paper cutters
- ★ flat files, small art supply storage containers
- ★ art-related chemicals, solutions (recently made, no banned substances) (containers must be rust-free, with labels, no leaks, in good condition)

### FROM YOUR LIVING ROOM

- ★ artwork: paintings, drawings, prints, sculpture, photographs
- ★ small musical instruments (working or not)
- ★ tiny toys: plastic animals, matchbox cars, Legos
- ★ vintage board games or contemporary board game pieces
- ★ posters, calendars, wallpaper
- ★ non-decorated baskets, suitcases, cigar boxes
- ★ art/craft/DIY-related books, magazines, and zines
- ★ vases and decorative containers, fake flowers
- ★ small mirrors (mirrors larger than 11" x 14" must be framed)

### FROM YOUR BUSINESS

- ★ outdated swag, bags, signs, letters, stickers, labels, stamps
- ★ architecture and design samples, blueprints
- ★ spools, reels, cones, cardboard tubes (no TP tubes), clean lab, supplies
- ★ mannequins, display fixtures, stands, bookends
- ★ packing peanuts (please put in a shopping bag), bubble wrap

### FROM YOUR KITCHEN

*Items must be clean. No common recyclables. No odors or stains.*

- ★ wine corks, metal bottle caps (no plastic), pop tabs
- ★ twist ties, rubber bands, bag clasps, magnets
- ★ clean tote bags, clean brown paper bags with handles
- ★ forks, spoons (no knives and no other kitchenware)
- ★ unused Ziploc-style plastic bags

### FROM YOUR CRAFT STASH

- ★ stationery, scrapbooking materials, stickers, organizers
- ★ leather scraps, unused foam pieces, upholstery bolts
- ★ glitter, craft kits, kid art supplies, crayons, markers
- ★ fabric larger than 1/2 yard (no clothing, clothing pieces, or fabric scraps) (please remove pins/needles)
- ★ working sewing machines, unused pillow forms
- ★ needlework, knitting, weaving, and sewing supplies
- ★ jewelry-making supplies and tools, finished or broken jewelry, watch/clock parts
- ★ gift items: wrapping paper, bows, decorative boxes, ribbon
- ★ seashells, driftwood, rocks, gems, candles, wax
- ★ doll-making supplies, handmade dolls
- ★ stained glass, mosaic pieces, chalkboards, cork boards

### FROM YOUR OFFICE

- ★ office supplies: envelopes, folders, paper, staplers, scissors, erasers, tape, glue, clips, desk organizers, old letterhead
- ★ encyclopedias, maps, atlases, globes

### FROM YOUR ATTIC

*Please dust items and check for mold.*

- ★ used and unused greeting cards/postcards, trophies, awards
- ★ old media, floppy disks, computer boards and pieces, wires
- ★ working overhead/digital projectors, screens
- ★ vintage: curiosities, books, pre-1970 magazines, tins, ephemera, eye/sunglasses
- ★ working: electric typewriters, small record players, radios
- ★ snapshots, slides, filmstrips, negatives, photo albums
- ★ DVDs, record albums, CDs, cassette tapes
- ★ VHS: only blank and non-mass market movies (i.e. home movies)
- ★ fiber art, needlework, doilies, hankies, handmade items, scarves
- ★ manual typewriters and adding machines (working or not)
- ★ vintage or handmade small tree ornaments (non-glass)
- ★ small sports balls like golf, tennis, baseball

### FROM YOUR GARAGE:

*No rust. No dangerous parts or chemicals.*

- ★ small, old machinery parts, gears, hardware, keys
- ★ tools in usable condition, new in package light bulbs
- ★ clean plant pots (no dirt residue, no thin plastic seedling flats)
- ★ latex paints/spray paint (rust-free, with labels, mostly full)
- ★ buckets, barrels, containers, cord, wire, rope

We **CAN'T** take it if it's . . .

toxic, leaking, unlabeled, rusty, or dangerous.

dirty, moldy, smelly, smoke-damaged, insect-damaged, or in bad condition.

been exposed to the elements for most of its life or stored outside.

more appropriate for a thrift store.

a personal care item or a used medical device.

held medication or hazardous material.

#### PRO TIP!

Go to [pccr.org/donate/elsewhere](https://pccr.org/donate/elsewhere) to find places you can donate or recycle these types of items.

## X Unsuitable Materials

- X Glass sheets larger than 11" x 14"
- X Unframed mirrors larger than 11" x 14"
- X Wood pieces longer than 3 feet
- X Fabric scraps smaller than 1/2 yard, clothing, shoes, costumes, clothing scraps, umbrellas
- X Household cookware and dishes, glassware, bakeware, used plastic utensils, broken pottery/plates/glass/ceramics
- X Household recyclables (glass/plastic/tin food containers, to-go containers, egg cartons, meat/fruit Styrofoam, lids, thin plastic seedling flats)
- X Food or containers that have ever housed food
- X Styrofoam, coolers, cold packs
- X Computers, printers, TVs, batteries, used toner/ink cartridges
- X Curtains, sheets, bedspreads, tablecloths, used pillows, towels, mattresses, mattress foam, hangers, used/new carpet
- X Finished, pre-fabricated holiday and decoration items (wreaths, trees, glass ornaments, figurines)
- X Oil-based house paint, solvents, car maintenance items
- X Lawn equipment, hoses, sprayers, garden decor, dried flowers
- X Contemporary, mass produced kids' toys, electronic toys, dolls, stuffed animals (exception: vintage, specialty, or handmade)
- X Lamp shades, light fixtures (exception: vintage or art lamps), broken/non-working light bulbs
- X Makeup, personal care items, perfumes, nail polish, toilet paper tubes
- X Animal cages, fish tanks, feeders, clothing, toys, food tins, bedding
- X Used medical items, syringes, needles, pill bottles
- X Mercury-containing items like thermometers
- X Fiberglass, concrete blocks, bricks, used tiles, particle board
- X Dried-up paints and adhesives
- X Cleaning products, chemicals, unlabeled substances
- X Vacuums, appliances, furniture, non-working sewing machines
- X Sports equipment (exception: small game balls, wooden skis and racquets)
- X Cribs, playpens, bed frames, head/foot boards
- X Contemporary electronics, cell phones

Please go to [www.pccr.org/donate](http://www.pccr.org/donate) to see the list of items that we are currently not accepting. Sometimes we must place a temporary hold on accepting certain items if we have too many.



## HOW TO DONATE

### Only have one box of donations?

Come by between 10:30 AM - 6:30 PM any day of the week. Please be aware that we cannot accommodate walk-in donations of more than one box. Please do not leave donations outside our door.

### More than one box?

You'll need to make an appointment so we can prepare for your donation. The easiest way to make an appointment is to fill out our online form at [pccr.org/donate](http://pccr.org/donate). Or, give us a call at **(412) 473-0100**.

### Business or non-profit donation?

Please contact us at [donations@pccr.org](mailto:donations@pccr.org) or check out our pickup service at [pccr.org/donate/business-pickup-service](http://pccr.org/donate/business-pickup-service).

## OUR DONATION PROCESS

- On your donation day, park in front of our door to unload. Carts are available for your use.
- Bring donations to our donation desk. We'll sort out what we can and cannot accept.
- To speed up the process, please separate items as much as you can with bags, rubber bands, and clips.
- We'll return boxes, bags, and items we cannot accept back to you, and offer you a tax receipt.
- We'll be happy to give you tips about reuse options for items we cannot accept.

**Thank you for choosing reuse and for donating to us!**

Just one more thing: We can always use toilet paper, paper towels, natural cleaning supplies, white multipurpose printer paper, and monetary donations! These are all tax deductible too.