



## Maryland Green Registry MEMBER

The Maryland Green Registry promotes and recognizes sustainable practices at organizations of all types and sizes. Members agree to share at least five environmental practices and one measurable result while striving to continually improve their environmental performance.

# Total Tax Service

3006 Savoy Ln

Bowie, MD 20715

(301) 262-8636

[www.totaltaxservice.net/](http://www.totaltaxservice.net/)

Tax and Bookkeeping Services

Member since September 2015

## Management and Leadership

### Environmentally Preferable Purchasing

*Total Tax Service purchases Staples Brand 100% recyclable paper and environmentally friendly cleaners. Vinegar and water is used in our office for general cleaning.*

## Waste

### Solid Waste Reduction and Reuse

*We strive to be a paperless business and stress utilizing e-mail as well as electronic tax documents. Since 2010, we have reduced our paper usage from 10 cartons of paper annually to 2 cartons. This has reduced our waste created by an estimated 400 pounds per year.*

### Recycling

*We recycle shredded office documents by separating those materials for recycling collection.*

## Transportation

### Employee Commute

*We have implemented a work from home option for employees, which reduces the number of single occupancy vehicle trips to and from our office.*

## Water

**Water Conservation**

*We have a low-flow toilet (1.5 gpf) installed in our office bathroom that reduces our water consumption.*

***Profile Updated October 2018***



*Help build a greener, more sustainable Maryland through voluntary practices that reduce environmental impacts and save money.*

*Learn more at [green.maryland.gov](http://green.maryland.gov)*

