Total Tax Service
3006 Savoy Lane
Bowie, MD 20715
(301) 262-8636
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. The office is sprayed down daily with Lysol as a deterrent to Covid-19.

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 1 carton. This has reduced our waste created by an estimated 500 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 gal) installed in our office bathroom that reduces our water consumption. Water heater temp reduced to 112 degrees.

*Profile Updated December 2021*