

1. Going Digital

Did you know that [45%](#) of printouts end up in bins by the end of the day? That's a lot of paper, we at South Coast & City Conveyancing send e-copies of documents and use online forms and file-sharing platforms instead of printing whenever possible.

2. Print double sided on Environmentally Friendly paper

If we need to print, we always make sure we print double-sided and we use 100% Recycled Paper. Our Office Paper is Biiba Yaluomaligu, sourced through a local Business and 10c from every Reem is donated to the Culture Choice Association.

3. Update Mailing lists

We maintain our mailing lists regularly and upgrade to online mailing systems.

4. Buy remanufactured ink cartridges

Re-manufactured ink cartridges are essentially professionally cleaned and refilled ink cartridges. They prevent the need for using new materials to create whole new cartridges from scratch.

5. Have a dedicated recycling area

We have a dedicated recycling area in our office saving recyclables from going into landfill.

6. Grow office plants

To offset our carbon footprint, we have low-maintenance office plants in all areas of our office.

7. Computers

We switch off all electronics when not in use and put our computers to sleep every night.

8. Reusable Plates, Containers, Cups and Cutlery

Our office has its own supply of containers, cups and cutlery for use.

9. Buy in bulk

It's easy to buy in Bulk, it uses less packaging creating less waste as a result.

10. Support local vendors!

South Coast & City Conveyancing loves to Support the local Business that Support us! The carbon emissions produced from flying in products from all over the world is ridiculously high- so why not shop local instead?