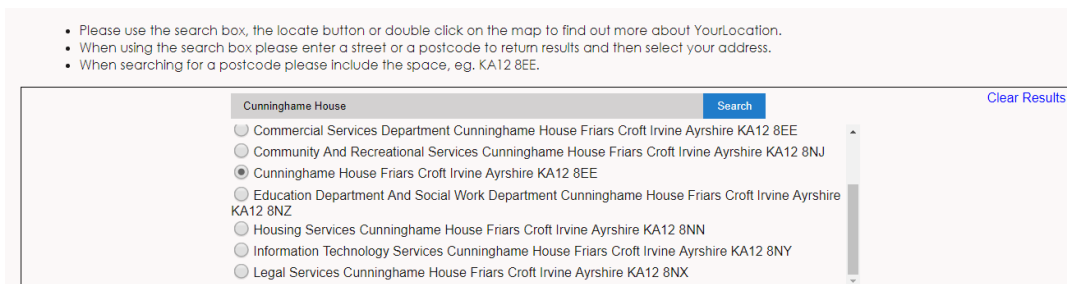


Outlook Calendar Bin Calendar Guide

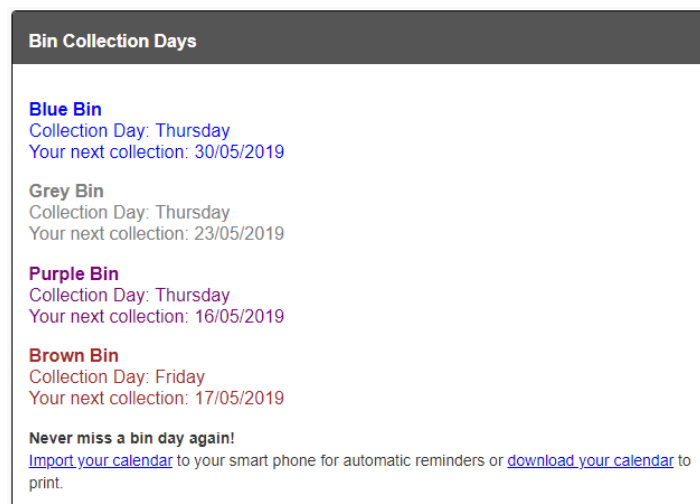
Please note to follow this guide you must use a laptop or PC.

Downloading your bin calendar

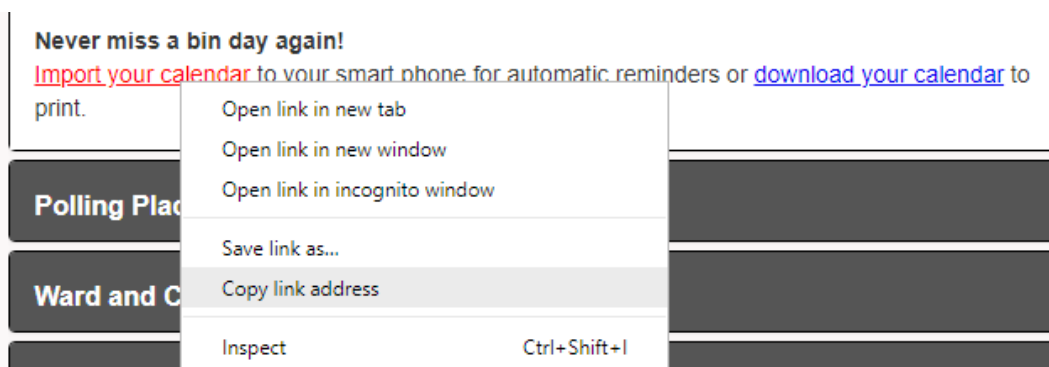
1. Click on the following link to open our Bin Collection page in your web browser:
<https://www.maps.north-ayrshire.gov.uk/Sites/BinCollections/>
2. Enter your postcode into the search box and hit the Search button, then select your address from the list below



3. Scroll down to 'Bin Collection Days'

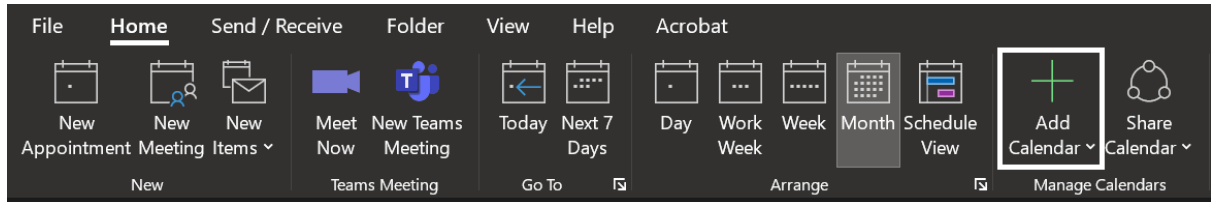


4. Right click 'import your calendar' and select 'copy link address' or 'copy link'

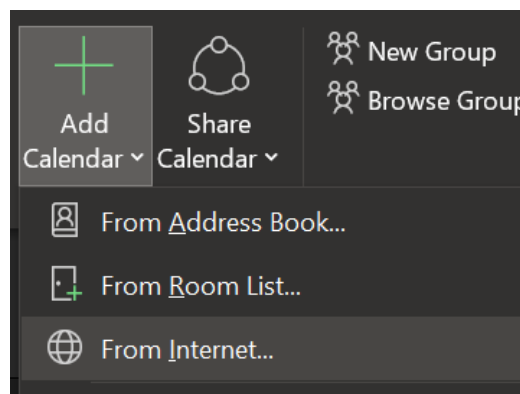


Adding your bin calendar to Outlook Calendar

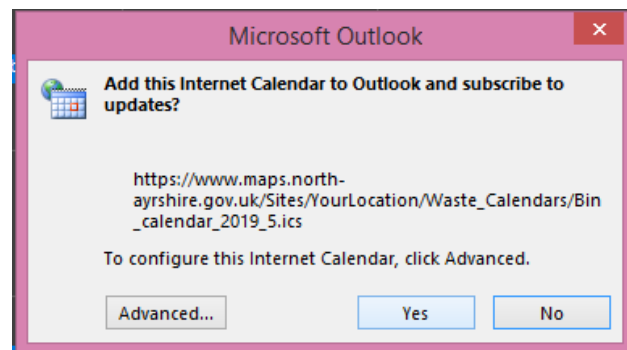
1. Open your **Outlook Calendar**
2. Click **'Add Calendar'**



3. Click **'From internet...'** and paste the iCalendar link in



4. Click **'Yes'** on options that appear



Your Bin dates should now appear in your calendar. If not please contact us at webteam@north-ayrshire.gov.uk.