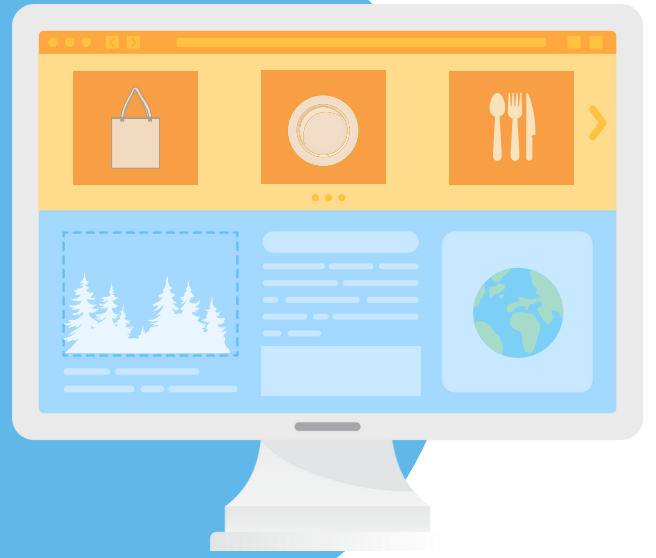




To make an event zero waste, you must try to minimize the amount of waste being thrown out. Zero waste is defined as diverting 90% of waste that would otherwise go to the landfill. There are various methods that can produce this outcome. A zero waste event is difficult without the support of vendors reconsidering the materials they bring to events. Vendors must try to minimize the amount of materials they bring to an event and must ensure that all materials they bring are either reusable, recyclable, or compostable. Use this guide as a resource throughout your event planning process.

Preferred Procurement Practices

- All vendors must prioritize their purchasing in the following order: items must be reusable, recyclable, or compostable. All compostable items must be listed as approved and certified compostable under the Compost Manufacturing Alliance's website at compostmanufacturingalliance.com
- If purchasing disposable items:
 - a. All cups must be recyclable plastic (examples on back).
 - b. Plates and napkins must be compostable (examples on back).
- Try to purchase drinks and condiments in bulk to reduce packaging waste and have a condiment station with condiment dispensers.
- Make sure giveaways are reusable and made with recycled content. Avoid single-use disposable giveaways whenever possible.



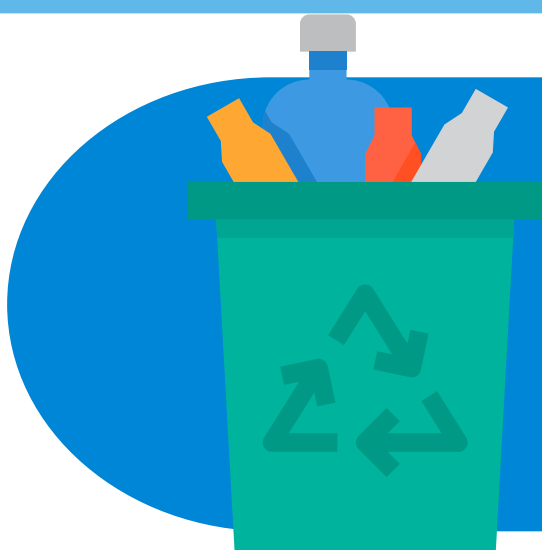
Unacceptable Items

Prevent the following materials at the event:

- Expanded Polystyrene (Styrofoam™)
- Non-recyclable and non-compostable products including plastic bags, wraps, condiment packages or similar soft plastics.
- Plastic straws or lids
- Foil or plastic-backed paper products (examples on back)
- Glass bottles. If glass ends up in the compost stream, it contaminates that load.
- Any giveaways that aren't reusable or recyclable (examples on back)

During the Event

- Stage event volunteers near the compost and recycle containers to educate attendees about proper recycling and composting. By doing so, this will help reduce contamination in both containers.
- Use only cloth table covers so that they can be washed and reused.
- Encourage vendors to offer bite-sized or finger foods that don't require utensils to minimize waste. If you do require utensils, purchase certified compostable utensils.



Breaking Down After the Event

- Remember - if you bring it in, bring it out.
- When breaking down at the end of the day, recycle any cardboard, paper flyers, plastic bottles, metal cans, etc., that are left over. Likewise, compost any food that cannot be donated or eaten.

Acceptable Recycle Items



CLEAR PLASTIC CUPS



PAPER & CARDBOARD BOXES



BEVERAGE CANS



PLASTIC BOTTLES WITH LID

Acceptable Compost Items



ALL FOOD INCLUDING MEAT & DAIRY



NAPKINS (BROWN PREFERRED)



PAPER PLATES (NO WAX OR PLASTIC LINING)



PAPER TOWELS

Unacceptable Items



POLYSTYRENE CUPS & CONTAINERS



PAPER PLATES WITH WAX OR PLASTIC LINING



PLASTIC BAGS



PLASTIC WRAPS

Preferred Giveaways



REUSABLE WATER BOTTLES



REUSABLE UTENSILS



REUSABLE BAGS



REUSABLE FOOD CONTAINER