

ECOLOGICAL FOOTPRINT EVENT/LIFESTYLE CALCULATOR

Eco-Friendly Product Ideas

Please share yours.

Core Sales Inc.

Snelling Paper and Sanitation Ltd.

Party Mart Paper Products



Eco-Friendly Services

Event / Party / Wedding
Planning
Event Brite - Organizing Events
Made Easy

Green Festival Tips



Create a planning committee and appoint a sub chair for waste reduction. The committee should have one person for every 100 people anticipated in attendance.

Review the menu, list how each item will be recycled.

Example:

- Corn on the cob can be brought to the Waste Transfer Station and placed in the compost pile
- Drink cans community living can program
- Use biodegradable items

Educate all staff and volunteers

Use good signage to educate and re-direct the visitors. Share event resources with other community groups.

Set up storage areas to separate by type:

- Compost
- Cans
- Biodegradables
- Plastics
- Garbage

Weigh all garbage and then take out recyclables and record the weight a second time to find out how much was diverted from the landfill or waste transfer station.

Reference the enclosed flowchart to establish a checklist of tasks to do before, during, and after the event.

Use electronic invitations and media releases where possible to reduce the amount of paper and ink used to promote the event.



Eco-Events Brochure



Every Ounce Counts!!

Phone: 613-258-9569 Ext. 133

Web site: www.northgrenville.ca

**The 10 key questions
to say “yes” to before
purchasing a product:**

1. Is this product needed?
2. Is this product non-toxic and safe to use?
3. Is the product practical, durable, well made, and of good quality?
4. Is the product made from renewable, recycled or post-consumer materials?
5. Does the manufacturer practice sound sustainable manufacturing and fair trade practices?
6. After the products useful life can it be recycled, composted, re-used or donated?
7. Is the packaging recyclable or biodegradable?
8. Is there a low carbon and energy use from transporting the product?
9. Will it be easy to maintain by being low maintenance, cost, time and energy?
10. Can the product be purchased used, borrowed or rented instead of purchased new?

***“Small Steps.
Big Impact.”***

Event Planning Checklist

Preventing and Reducing Waste

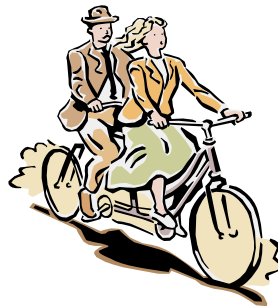
- ✓ Use double-sided printing for promotional materials and handouts.
- ✓ Avoid mass distribution of handouts and allow attendees to order copies.
- ✓ Provide reusable name badges.

Recycling and Managing Waste

- ✓ Collect paper and recyclable beverage containers in meeting areas.
- ✓ Collect cardboard and paper in exhibit areas.
- ✓ Collect cardboard, beverage containers, steel cans, and plastics in food vending areas.
- ✓ If reusables are not used, encourage use of recyclable beverage containers.

Conserving Energy and Reducing Traffic

- ✓ Seek naturally lighted meeting and exhibit spaces.
- ✓ Publicize transportation options.
- ✓ Shop locally to reduce gas emissions.



Setting Environmental Priorities

- ✓ Plan food service needs carefully to avoid unnecessary waste.
- ✓ Consider use of durable food service items.
- ✓ Donate excess food to charitable organizations.
- ✓ Work with hotel on non-replacement of linens, soaps, etc.

Buying Environmentally Aware Products

- ✓ Use recycled paper and vegetable- and soy-based inks for promotional materials and handouts.
- ✓ Consider selling or providing refillable containers for beverages.
- ✓ Provide reusable containers for handouts or samples (pocket or file folders, cloth bags).
- ✓ Where reusable items are not feasible, select products that are made from recovered materials and that also can be recycled.

Educating Participants and Exhibitors

- ✓ Request the use of recycled and recyclable handouts or giveaways.
- ✓ Request that unused items be collected for use at another event.
- ✓ Encourage participants to recycle materials at the event.
- ✓ Reward participation by communicating environmental savings.