



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 generated from 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 Practices

- All vendors must prioritize their purchasing in the following order: items must be reusable, recyclable, or compostable. All compostable items must be BPI certified compostable.
- If purchasing disposable items:
  1. All cups must be recyclable plastic (examples on back).
  2. Plates and napkins must be compostable (examples on back).
- We encourage vendors to offer bite-sized or finger foods that don't require utensils, to minimize waste. If you do require utensils, please purchase BPI certified compostable utensils.
- Try to purchase drinks and condiments in bulk to reduce packaging waste.
- Use only cloth table covers so that they can be washed and reused.

## Unacceptable Items

- Expanded Polystyrene (Styrofoam™)
- Non-recyclable and non-compostable products including plastic bags, wraps, condiment packages or similar soft plastics. Additionally, no plastic straws or lids.
- Foil or plastic backed paper products (such as plates or cups with plastic lining)
- Any giveaways that aren't reusable or recyclable (examples on back)

## General Guidelines for the Event

- Make sure that everything you bring in; you can bring out.
- For giveaways, please make sure they are made of easily reusable or recyclable materials.
- When breaking down at the end of the day, recycle any cardboard, paper flyers, glass bottles, metal cans, etc. that are left over. Likewise, compost any food that cannot be donated or eaten.

## Purchasing Resources

- For a catalogue of companies selling BPI certified compostable packaging (bags, films, etc.), please visit <https://products.bpiworld.org/companies/category/packaging>

## Acceptable Recycle Items

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Clear plastic cups



Paper & Cardboard Boxes



Beverage cans



Plastic bottles with lid

## Acceptable Compost Items

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All food, tea bags, meat & dairy



Napkins (brown preferred)



Paper plates (no wax or plastic lining)



Paper towels

## Unacceptable Items

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Polystyrene cups & containers



Paper plates with wax or plastic lining



Plastic bags



Plastic wraps

## Preferred Giveaways

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Reusable water bottles



Reusable utensils



Reusable bags



Reusable food container