

Rent Recycle Bins.org

Effective Recycling Solution for your Event

Event Recycling: Best Practices



Before the Event

- Contract with your Landfill and Recycling waste hauler and verify what materials they accept for recycling. Verify they will actually take it to the sorting facility!
- Ask your recycling contractor if there are any special guidelines follow (i.e. empty contents out of plastic bags into recycling dumpsters since plastic bags jam up the sorting machines).
- Purchase black bags for landfill and clear bags for recycling so your staff can easily differentiate.
- Discuss the sanitation plan with your Janitorial company. Divide trash collection and pickup into Landfill and Recycling teams. Make sure they train their staff working the event.

During the Event

- Place the recycling bins directly next to landfill bins. If the bins are separated, there will be contamination.
- Consider taping an example aluminum can or bottle onto the bin as a visual example.
- If your event is at night, make sure the waste collection is lit up and visible.
- Focus recycling placement in areas where you sell food and beverage. You don't need recycling in areas where there will be no recyclables.
- Split waste collection and litter pickup staff into separate trash and recycling teams, and instruct them what they are to pick up.
- Have landfill trash collectors remove any easy to reach recyclables from the trash bins and put them in the recycle bins.
- Have recycling collectors remove any trash from the recycle bins.
- Have a supervisor check on recycling collection. Staff will usually need a reminder.

After the Event

- Ask your recycling vendor for a 'tipping' receipt so you can confirm that the material was actually sent to the recycling facility.
- Document the number of pounds of recyclables collected, and proudly promote your success.