



# SPECIAL EVENT RECYCLING & DISPOSAL

Make your event as green as possible!



## Need Help?

We'd be happy to assist you with setting up a successful event recycling program. Simply contact a Recycling Coordinator using one of the contact methods below.



Allied Waste Services  
441 N Buchanan Cir  
Pacheco, CA 94553

Phone: 925-685-4711  
Fax: 925-685-4735  
E-mail: [Donations@awsccc.com](mailto:Donations@awsccc.com)



Allied Waste Services  
441 N Buchanan Cir  
Pacheco, CA 94553

Phone: 925-685-4711  
Fax: 925-685-4735  
E-mail: [Donations@awsccc.com](mailto:Donations@awsccc.com)

## Green Tips

Follow this advice to green your event:

- **Start Early.** Include information about the event's recycling procedures on the materials provided to vendors.
- **In advertising** for the event, include a blurb about your event being recycle & green-friendly so the public is aware beforehand.
- **Designate** a member of your planning committee the "Green Planner". This individual will take charge of and oversee the recycling program, before, during and after the event.
- **Identify** locations for recycling containers. Determine which vendors will generate large amounts of recyclables, and locate recycling containers near them.
- **Inform** your volunteers about recycling practices and their importance, so they are knowledgeable for vendors and attendees.
- **Use volunteers** or staff to monitor recycling and trash cans. Help attendees select the appropriate can for their waste.
- **At your event:** Throughout the day make announcements about the availability and locations of recycling containers and what is recyclable. Request that participants do their part to help your recycling efforts.
- **Always place** recycling carts next to garbage carts. If a recycling cart is left alone, it will be treated as garbage.
- **Clearly mark** all recycling containers. Make signs bilingual and use graphics if needed. We can provide stickers.



## The Law

California law (Chapter 879, Statutes of 2004, Montanez, AB 2176) requires all large venues and events to implement programs to reduce the amount of waste going to our landfills.

Even if your event does not qualify under this legislation, your City may have requirements regarding recycling at special events. In any case, recycling at your event and making a sincere effort to minimize your event's environmental impact is the responsible thing to do in today's world.

## Materials

Identify what recyclable materials your event will generate. We accept for recycling:

### Cardboard

### Paper

**Beverage containers:** aluminum cans, glass bottles, plastic bottles.

**Metal, Glass & Plastic:** Tin cans from food vendors, glass jars, plastic buckets, plastic containers #1-#5 with no food contamination.

## What We Offer

### Recycling & Garbage Carts

Carts should be distributed throughout the event grounds, with recycling and garbage carts side by side. If your event has vendors producing recyclable materials, you can put recycling carts inside each booth to capture these materials. We will collect the carts, and the material inside them, on the next business day after your event.



Blue Carts are for garbage. Green carts are for yard waste. Recycling carts are yellow, with a locking lid and a hole in the top to make it clear to attendees that only bottles and cans are to be placed inside them. If none of these special event recycling carts are available, we will deliver plain brown recycling carts.

### Special Note:

Our recycling program is **commingled**. This means that we accept cardboard, paper, metal, glass, cans & bottles all in the same container.

However, because event attendees will

most often not be generating any paper, cardboard or other non-beverage container recyclable items, it may be easier to limit the acceptable items to cans & bottles to avoid confusion and contamination of recyclables.

At this time, we do NOT accept: food, food wrappers, soiled paper plates, napkins, plastic bags or packaging. These items contaminate recyclable material.

### Small Dumpsters

Small dumpsters (1 yd-8yds), for both garbage or recycling, are for event preparation & clean-up rather than collection points for attendees. Special events, particularly those with food vendors, often generate large amounts of



cardboard that end up in the garbage.

Ordering a small recycling dumpster, and **informing your vendors and volunteers** of its location will prevent this material from going to waste.

### Debris Boxes

Debris boxes (20 cubic yards) are available for larger events. These boxes can be used for garbage or recyclable materials.



## Donation Guidelines

If you would like to request donated service for your special event please write us a letter or email including ALL of the following information:

- Your name & contact information, including an **email address & phone number**.
- The name, date & address of your event.
- Brief description of your event.
- Amount of garbage or recycling service requested.
- A map of **exactly** where you would like the dumpster or carts to be placed. This can be hand-drawn with an X marking the post. Google maps or otherwise vague and unspecific maps are not acceptable.
- A copy of your waste management plan if required by your city.