



LOW WASTE GUIDE **EVENT VENDOR**



In a recent waste reduction survey collected by the city, 74% of respondents indicated that they would choose to purchase from a business that practices waste reduction measures over one that does not. When participating as a vendor at an event, you can reduce the need for items that lead to waste and offer options that make reuse possible. Being intentional about what you offer customers, can significantly cut back the waste you generate.





REDUCE AND REUSE

- Consider eliminating giveaway items or choosing giveaway items or experiential giveaway items
- Only give out plastic bags, straws and lids on request
- Allow and encourage visitors to bring their own reusable items (cups, utensils, bags, etc.)
- Use stamps to brand products rather than stickers
- See the table below for suggestions on reducing single-use items

SUSTAINABLE PRODUCTS

- Wrap products in paper rather than plastic, or skip the wrapping all together
- Look for 'Pre' or 'Post' consumer recycled content when purchasing products
- Buy products with sustainable logos like FSC (Forest Stewardship Council), Rainforest Alliance Certified, Fair Trade Certified, and others

RECYCLING GUIDELINES FOR SPECIAL EVENTS

When the generation of waste cannot be avoided, the next best option is choosing items that can be recycled. Please use appropriate signage to help your visitors recycle successfully.

Printable signs can be found at cityofboise.org/departments/public-works/curb-it/printable-signs/

RECYCLABLE

- Metal cans
- Mixed paper and handouts
- Cardboard
- Plastics #1 and #2 bottles, jars, and jugs (includes crinkly plastic water bottles)
- Plastic #5 food tubs

NOT RECYCLABLE

- Biodegradable/compostable products
- Paper towels and napkins
- Paper cups, plates, and bowls
- Plastic utensils, cups, plates, and bowls
- Plastic bags, wraps and films
- Food waste

DECISION GUIDE

The suggestions provided on the next page follow a “good,” “better,” “best” strategy to help guide your special event toward low waste options. In order of most to least ideal, when choosing what materials to use, we suggest prioritizing as follows:

- **BEST** Items that can be reused or eliminated altogether
- **BETTER** Items that can be recycled
- **GOOD** Items that can be recovered or would degrade relatively quickly in the landfill
- **AVOID** Items that go in the trash

Please choose products made from the highest recycled content possible, as they use fewer resources and supports recycling markets. Post-consumer recycled content is preferred.

HEFTY® RENEW™ ORANGE BAG PROGRAM

Vendors or event planners can choose to use Hefty® ReNew™ Orange Bags to collect plastics that are not acceptable as loose recycling. We do not recommend using Hefty® ReNew™ Orange Bags at most public events unless the bags are continually staffed or not located in public areas (“back-of-house” locations are preferred) because of the high likelihood of contamination. If you plan to use Hefty® ReNew™ Orange Bags, you must gain approval from the City of Boise Special Events Committee and follow these guidelines:

GUIDELINES FOR USE

- DO NOT put out for public use unless each orange bag is continually staffed to reduce contamination. Risk of contamination in public spaces is very high, and unstaffed bags should only be used “back-of-house”
- Review which items are acceptable in the Hefty® ReNew™ Orange Bags prior to the event. Guides are available at cityofboise.org/departments/public-works/curb-it/hefty-renew-orange-bag-program/
- When a bag is full, tie the top tightly and take it to the nearest recycling dumpster at the event (please provide enough recycling containers to handle the extra material)
- Contact Republic Services to inform them that your organization/event will be participating in the Hefty® ReNew™ Orange Bag Program so that their truck drivers do not mistake the bags as contamination.



ALL VENDORS

ITEM	RATING	OPTION	DISPOSAL
Bags	Best	Reusable Bags	No Waste
	Better	Reused cardboard boxes or paper bags from recycled paper	Loose Recycling
	Good	Plastic bags using recycled content	Hefty® ReNew™
	Avoid	Single-use plastic bags with no recycled content	Landfill
Receipts	Best	Paper receipts not offered or electronic receipts	No Waste
	Avoid	Standard paper receipt	Landfill

FOOD VENDORS

ITEM	RATING	OPTION	DISPOSAL
Cups	Best	Reusable cups owned by the vendor or brought by the customer to be filled	No Waste
	Good	Plastic cups labeled with a #4-#7	Hefty® ReNew™
	Good	Single-use compostable or biodegradable cups	Landfill
	Avoid	Plastic cups labeled #1 or #2, cups lined with wax or plastic	Landfill
Bottles	Best	Reusable bottles owned by the vendor or brought by the customer to be filled	No Waste
	Better	Aluminum or steel bottles, or plastic bottles labeled with a #1 or #2	Loose Recycling
	Better	Glass Bottles	Glass Recycling
	Good	Plastic bottles labeled with #4-#7	Hefty® ReNew™
	Good	Single-use compostable or biodegradable bottles	Landfill
Plates/Bowls	Best	Reusable plates and bowls owned by the vendor	No Waste
	Good	Single-use plastic plates and bowls labeled with #4-#7 and wiped clean	Hefty® ReNew™
	Good	Single-use compostable or biodegradable plates and bowls	Landfill
	Avoid	Single-use plastic plates and bowls that cannot be wiped clean or are labeled as a #1 or #2 plastic, paper plates and bowls	Landfill
Napkins	Best	Reusable napkins provided by the vendor or brought by the customer	No Waste
	Avoid	Single-use paper napkins	Landfill
Condiment Containers	Best	Single-use containers not offered or reusable containers allowed	No Waste
	Good	Single-use plastic containers with a #4-#7, flexible pouches	Hefty® ReNew™
	Good	Single-use compostable or biodegradable containers	Landfill
	Avoid	Single-use plastic containers with a #1 or #2	Landfill

BUSINESS VENDORS

ITEM	RATING	OPTION	DISPOSAL
Takeaway info	Best	Electronic distribution (ex: email newsletter)	No Waste
	Better	Paper handouts	Loose Recycling
	Avoid	Handouts on mixed material (ex: paper with foil, or laminated paper)	Landfill
Freebies	Best	Electronic gift certificates or coupons	No Waste
	Better	Paper gift certificates or coupons, items made of aluminum or steel, items in #1 or #2 plastic bottle, jugs, or jars, and #5 plastic food tubs	Loose Recycling
	Good	Items made from #4-#7 plastics	Hefty® ReNew™
	Avoid	Items made of mixed or non-recyclable materials	Landfill

LET US KNOW

Thank you for making an effort to reduce waste in Boise. Let us know about the ways your event reduces waste and your favorite products that use recycled content at curbit@cityofboise.org.

For questions, concerns or suggestions, email curbit@cityofboise.org.