

City of Sonoma Special Events Waste Minimization and Recycling Plan

Required for all special events

Name of Event: _____ Event Organizers Name: _____

Phone #: _____ Recycling Monitor(s): _____

Please read the attached waste minimization and recycling plan guidelines and information for events. Included is a step-by-step guide, great ideas and many resources to ensure that yours will be a sustainable event!

Thank you for supporting a more sustainable Sonoma! Our goal is to divert waste from the landfill

Please complete the form below and outline your waste minimization and recycling plan. Your plan should include ways to address the following challenges that are inherent with special events:

- Large amounts of waste generated in short period of time
- Variation in type of waste
- Waste tends to be afterthought
- Diverse attendees
- Large amounts of single use items
- High level of food discards
- Contamination prevention

Remember, no Styrofoam!

1. What is the estimated amount and types of waste anticipated from this event?

- Garbage** (landfill) _____ 50 Gal cans
- Recycling** (indicate type e.g. glass, cans, plastic, aluminum, paper. Totals can be combined for blue cans)
Type: _____ Gal (50) _____
Type: _____ Gal (50) _____
Type: _____ Dumpster _____
Type: _____ Dumpster _____
- Composting:** _____ Gal (50) _____
- Other** (describe) _____

2. What actions will you be taking to reduce the amount of waste generated at this event? Describe plan and outline steps.

3. What arrangements will be made for separation, collection and diversion from landfills of reusable and recyclable (list specific types) materials?

4. Did you have a pre-event meeting with hauler and/or park staff (or review their criteria)?

**FINAL REPORT (POST EVENT)
TO BE COMPLETED AFTER EVENT & SENT TO CITY HALL
FOR CSEC REVIEW:**

5. Post Event report:

a. Name and location of event;

b. Description of event;

c. Description of types of waste generated;

d. Types and amounts of waste disposed and diverted;

e. Description of solid waste reduction, reuse, and recycling programs; and

f. If no programs were implemented, a description of why no programs have been identified or implemented.

g. Was the amount of waste generated/recycled different from your pre-event anticipated in your plan?