



GREEN GUIDE

EXHIBITOR

Pre-Event Planning

- 1 Ask contractor what NEW and sustainable alternatives of equal quality are available. Incorporate renewable and energy efficient materials into booth design.
- 2 Minimize packaging materials. Use environmentally responsible materials that are recyclable, biodegradable, or reusable.
- 3 Limit materials and collateral by:
 - Bringing only what is anticipated
 - Offer to send material upon request
 - Offer to provide information via electronic media: download, website, disc, flash drive.
- 4 Avoid dated material.
- 5 Re-use signs and banners. Produce on recycled materials or donate.
- 6 For Give-aways, focus on items that are useful and made of sustainable materials.

Event Day

Request recycle and waste containers for the booth.

Collect and place recycle materials into appropriate containers.

Conserve energy by powering down equipment/lights at the end of each show day.



After Event Closes

Label unwanted show materials and/or collaterals for Center to recycle and repurpose.

RECYCLE



Label leftover merchandise for donation.

DONATE

