

LOVE VAIL



Zero Waste Event Guidelines & Requirements

The Town of Vail requires that events with one or more food vendors/stations and have received funding from the Town of Vail to host the event OR the event will have 500 or more attendees with one or more food and/or beverage vendors will participate in the Zero Waste Events Program. This includes the following:

1. Provide recycling, compost, and trash waste stations throughout event footprint. Each station must have signage to indicate which bin specific items go.
 - The Town of Vail can provide Zero Hero waste tents and/or Cerobins if requested and available.
2. Event producers must have contracted trash, recycling and compost services to provide dumpsters and remove waste at the end of the event
 - Town of Vail may be able to haul trash, recycling, and compost for smaller events if requested in advance and staff are available.
3. Vendors must provide approved compostable or recyclable serviceware at the event. The event producer must submit an inventory from each vendor on what they plan to use at the event at least 2 weeks prior to the event for approval by Town of Vail staff or a 3rd party Zero Waste provider.
 - See list of approved items and prohibited items in the Serviceware Guidelines and Requirement document for acceptable items and inventory document.
 - Submit the vendor serviceware/product inventory to Beth Markham at bmarkham@vail.gov at least two weeks prior to the event start date for approval. If working with a 3rd party zero waste provider, submit your inventory to them for approval.
 - If a vendor is found providing non-compliant serviceware, they will be required to stop using that item and find an approved alternative. Some items may be available to purchase.
 - **Important Note:** No single-use plastic items (including water bottles, cups, plastic bags, straws, cutlery, to-go containers, etc. are permitted).
4. Event producers must have a dedicated and trained Zero Waste Team (volunteers, staff, hired 3rd party Zero Waste team) circulating the zero waste stations during the event to facilitate proper composting and recycling with event participants and vendors. All bags must be sorted to ensure no contamination in recycling or compost. Weights of each trash, recycling and compost bags must be recorded so that the waste diversion rate can

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be calculated and reported. Alternatively, hauler weight tickets for trash, recycling and compost dumpsters can be used to calculate your diversion rate.

- Town of Vail can train your Zero Waste team in advance if requested and available.
 - 3rd party Zero Waste services are provided locally by:
 - [Walking Mountains](http://walkingmountains.org) – contact Quinn Brewer at quinnb@walkingmountains.org
 - [Diversion Designers](mailto:diversiondesigners@gmail.com) – contact Amber Barbella at diversiondesigners@gmail.com
 - [EverGreen Zero Waste](mailto:info@evergreenzerowaste.com)- contact at info@evergreenzerowaste.com
 - [Minimal Impact](#) - contact at [Contact Us | Minimal Impact](#)
5. Per the Town of Vail’s Wildlife Protection Ordinance, "Outdoor special event sites shall be kept free from the accumulation of refuse. Refuse must be collected from the grounds at the close of each day's activities and shall be deposited into appropriate Wildlife-Resistant, Wildlife-Proof containers or Wildlife-Resistant Enclosures or shall be removed to an appropriate disposal site."
6. Following the event, the Event Producer must report the waste diversion rate for the event on the event debrief. See the **Waste Diversion Calculation Sheet** for instructions on how to calculate.

As a commitment to sustainability at events in Vail, the Town requires all vendors to abide by the Zero Waste Guidelines. Thank you for making this a successful, sustainable event and Town staff are available to support you with any questions or concerns.

At the bottom of this document is an Event Serveware/Product Inventory which must be completed and returned to Town of Vail two weeks prior to the first day of the event. Town of Vail staff will follow up within five business days if any items listed in your product inventory are not zero waste compliant. Additionally, vendors must notify Town of Vail if there are any changes to their approved inventory five business days prior to the event.

Serveware/Product Guidelines & Requirements

- ❖ Serveware must meet the requirements of the event waste hauler in order to reduce contamination and decrease the amount of waste entering our local landfill. The following products include a wide variety of examples for acceptable containers and serveware that can be used at zero waste events in Vail.

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- ❖ Note that NOT all items that say “recyclable” or “compostable” are locally accepted and are also dependent on the event waste hauler’s rules.

APPROVED PRODUCTS FOR PURCHASING



All *uncoated* paper containers (plates, bowls, etc.) and napkins



BPI Certified Compostable Containers



BPI Certified Compostable “PLA” Cups and Coffee Cups



BPI Certified Compostable Utensils



BPI Certified Compostable Ramekins/Portion Cups



Wax Paper, Deli Wrap, or Butcher Paper



Aluminum Cans and Cups



Aluminum Foil and Trays (clean, dry, free of food, and balled up)



Corrugated Cardboard and Boxes

When purchasing items, you are not limited to the above examples. Please contact Beth Markham at bmarkham@vail.gov with any questions or concerns regarding acceptable serviceware purchases.

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PROHIBITED PRODUCTS FOR PURCHASE

Serviceware must meet the requirements of the event waste hauler in order to reduce contamination and decrease the amount of waste entering our local landfill. The following products should **NOT** be purchased for or used at a zero waste event. These items are **NOT** able to be recycled or composted in our local facilities and are **NOT** accepted by waste haulers for recycling or composting.



Plastic #1-6 Cups and Lids



Plastic Clamshell Containers



Non-Compostable Plastic Utensils (including those that say "made from recycled content")



Polystyrene Foam (Styrofoam) Products



Plastic Straws and Soft Plastics



Plastic-Coated Paper Products



Single-Use Items



Non-Compostable Hot Cups



Aseptic Cartons

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Suppliers & Purchasing Resources

These suppliers' compostable items have been approved by our local compost facility. If you would like to purchase items from suppliers not on this list, please contact Town of Vail or 3rd party zero waste contractor for approval.

Note that some of these companies also sell non-compostable items, so please look for the BPI Certification.

- [Biodegradable Products Institute](#)
- [Eco Products](#)
- [World Centric](#)
- [Greenware](#)
- [Green Paper Products](#)
- [First Choice Wooden Cutlery](#)
- [PURE Compostable Labels](#)
- [Good Start Packaging](#)
- [Vegware](#)
- [Bambu](#)

Reusable Cup/Souvenir options:

- R-World Cups: <https://rworldreuse.com/>
- Klean Kanteen: <https://www.kleankanteen.com>
- Ball Cups: <https://www.ball.com/aluminumcups>
- Silipint: <https://silipint.com>



- ❖ A key component to hosting a Zero Waste Event is eliminating single use plastic. Single use plastic water bottles are prohibited. If you plan on selling water at your event, consider aluminum bottle options like these options below (you are not limited to these):



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Purchasing Tips & Tricks

It can be difficult and sometimes confusing to purchase the right products that fit the recycling and composting requirements of an event. Here are some tips to help with that:

Tip 1: Buy in bulk!

- This helps eliminate unnecessary packaging and decrease costs.

Tip 2: Avoid single-use products

- Things like condiment packages, small ramekins, straws, or other excess disposable items can produce more waste and be a major source of contamination.

Tip 3: Product materials can help indicate compostability

- When looking for compostable products, opt for those made from materials like bagasse, sugarcane, bamboo, or just plain paper!

Tip 4: Purchase paper products that are UNCOATED.

- You can usually find a list of product materials in the description. Anything “poly-lined”, “plastic-coated”, or has a shiny finish to it will NOT be compostable or recyclable.

Vendor Responsibilities

To help strengthen efforts and efficiency at events, please review the following expectations that event staff and Walking Mountains have for vendors, including food & beverage sponsors:

- 1. There will either be hired 3rd party zero waste contractor or a dedicated zero waste team assembled by the event producer onsite to manage and ensure proper disposal of all waste created during the event.**
 - The Zero Waste Team will provide education about proper sorting prior to the start of the event and will be available throughout to assist.
- 2. It is the vendor’s responsibility to manage your waste correctly during the event.**
 - Please break down all cardboard boxes, place any gloves or other uniform items in the provided landfill bin, and keep back-of-house bins away from the public.
- 3. Vendors should use the back-of-house trash, recycling, and compost bins when provided and keep them out of public reach.**
 - If additional bins or bags are needed, please inform the appropriate staff.

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4. **Inform guests of your compostable/recyclable products and direct them to the nearest Zero Waste station for proper disposal.**

Giveaways and Collateral

1. All giveaways must follow the above vendor guidelines.
2. All giveaways should meet the following requirements:
 - a. Giveaways and their packaging will contain recycled materials and be 100% reusable, recyclable, or compostable according to these vendor guidelines.
 - b. Giveaways will be ordered in reasonable quantities relative to projected event attendance.
 - c. Giveaways will be designed to allow for future distribution should there be leftovers (i.e., without a specific date or event).
3. Consider experiential activities as giveaways, rather than waste-creating ones.
4. All giveaways should be able to be consumed, reused, recycled, composted, or upcycled.
5. Please consider giveaways that are durable and do not have wasted parts. Consider koozies, patches, reusable shopping bags, etc.

Event & Vendor Compliance

Zero waste compliance is critical to the success of an event and diverting event waste from the landfill helps the Town of Vail achieve its sustainability and climate goals. It is important as an event producer to communicate the requirements and standards for a Zero Waste Event. Make sure to have a written and signed agreement acknowledging their responsible purchasing and practices for your event.

The Town of Vail and/or third party contracted zero waste teams will conduct compliance checks prior to the start of an event. In the case of non-compliance, vendors will be required to find approved serviceware to use during the event, which may be available for purchase. Some third-party contractors may implement a non-compliance fee to event producers whose vendors and caterers do not comply with purchasing requirements. In turn, the event producer may fine the vendor and/or caterer (this should be written in your agreement). If non-compliance occurs with your event vendors and/or caterers, please report that in a post-event debrief to the Town of Vail. If non-compliance continues, offending vendors or caterers may be restricted in future participation and event funding for future events may be impacted.

