

# SUSTAINABLE EVENT GUIDELINES

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## WASTE MINIMISATION

- Avoid single-use plastics (bags, straws, cutlery, cups).
- Use compostable, recyclable, or reusable packaging.

- Prioritise sustainable, recycled or upcycled materials for decorations, signage and giveaways.
- Minimise printed materials; use digital alternatives where possible.
- Avoid items that may cause environmental harm (e.g., glitter, balloons).

## SUSTAINABLE MATERIALS

## ETHICAL & LOCAL SOURCING

- Source products locally to support community and reduce carbon footprint.
- Ensure products are ethically made and fair trade where applicable.

- Choose sustainable transport options (carpool, public transport, or low-emission vehicles).
- Consolidate deliveries to reduce transport emissions.

## TRANSPORT & LOGISTICS

## COMMUNITY & INCLUSION

- Respect cultural diversity
- Consider accessibility needs.

- Ensure all waste is removed at the end of the event & dispose of it correctly.
- Leave the space cleaner than you found it.

## WASTE MANAGEMENT

## PROMOTE SUSTAINABILITY

- Display signage promoting your sustainable practices.
- Encourage attendees to bring their own bags, cups and containers.

- Avoid single-use plastics
- Use locally sourced, seasonal ingredients.
- Provide reusable or compostable service ware.

## FOOD & BEVERAGE