

Hosting a **Large** Low-Waste Event at UMB

Good

Provide all recyclable or all compostable wares (plates, utensils, cups, etc.)

If invitations, programs, or other documents must be printed, make sure there is a place to recycle them after the event

Avoid red meat and unsustainably sourced seafood

Better

Provide all recyclable or all compostable wares and have them available upon request only

If invitations, programs, or other documents must be printed, use recycled-content paper and print double-sided

Ensure plenty of vegetarian and vegan options

Best

Provide all recyclable or all compostable wares; serve finger foods that don't require utensils

Avoid paper invitations, programs, and any other printed documents; opt for digital versions

Serve a mostly vegetarian menu, as well as vegan options

Best Practices for Every Event



Utilize local vendors, especially those in West Baltimore and/or minority- or women-owned

Make a plan ahead of time for what to do with any leftovers

Use durable, reusable tablecloths and other decorations, especially for events held annually

Provide co-located waste bins and detailed signage for attendees to sort trash, recyclables, and compostables (if applicable)

Opt for buffet-style to cut down on packaging waste

Provide condiments in bulk instead of single-serving packets

Utilize large pitchers in place of individually bottled drinks

Ensure that giveaway materials are durable and/or purposeful

Communicate event's sustainable attributes to attendees through signage & announcements