



RECYCLING REQUIREMENTS FOR SPECIAL EVENTS/FESTIVALS

Recycling is easy and the law in Cambridge! Our policy is that at every location trash and recycling are side by side. Cambridge Public Works will provide Clear Stream recycling units for your event to collect bottles and cans. Vendors must recycle cardboard and large events will be provided with a special dumpster for clean cardboard.

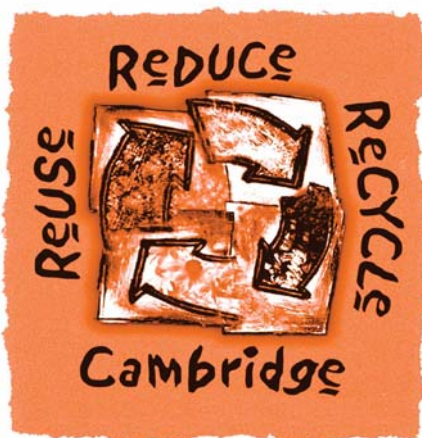


Before the Event

- ☐ Notify DPW Special Events Committee of the estimated quantity and type of beverage containers to be served. Glass containers are strongly discouraged and we anticipate banning them in future years due to safety and waste concerns.
- ☐ Notify your vendors about recycling requirements. At large festivals, cardboard dumpsters may be provided. Vendors must recycle clean cardboard that is not contaminated with food waste.

Events with dumpsters: flatten and place inside cardboard dumpster.

- ☐ For large events with many vendors, notify your vendors that all cashiers will be required to wear a button that says “Recycle your bottles & cans” to remind customers to do their part. DPW staff will distribute buttons at the beginning of the festival and collect them at the end.
- ☐ Distribute the “Tips for Vendors to Reduce Waste” flyer to your vendors.
- ☐ Educate workforce and your volunteers about recycling requirements.
- ☐ Promote recycling on your event flyer. Sample text: “Help make this an earth friendly event. Recycle.” If possible, include recycling logo, email mail@cambridgema.gov for it.

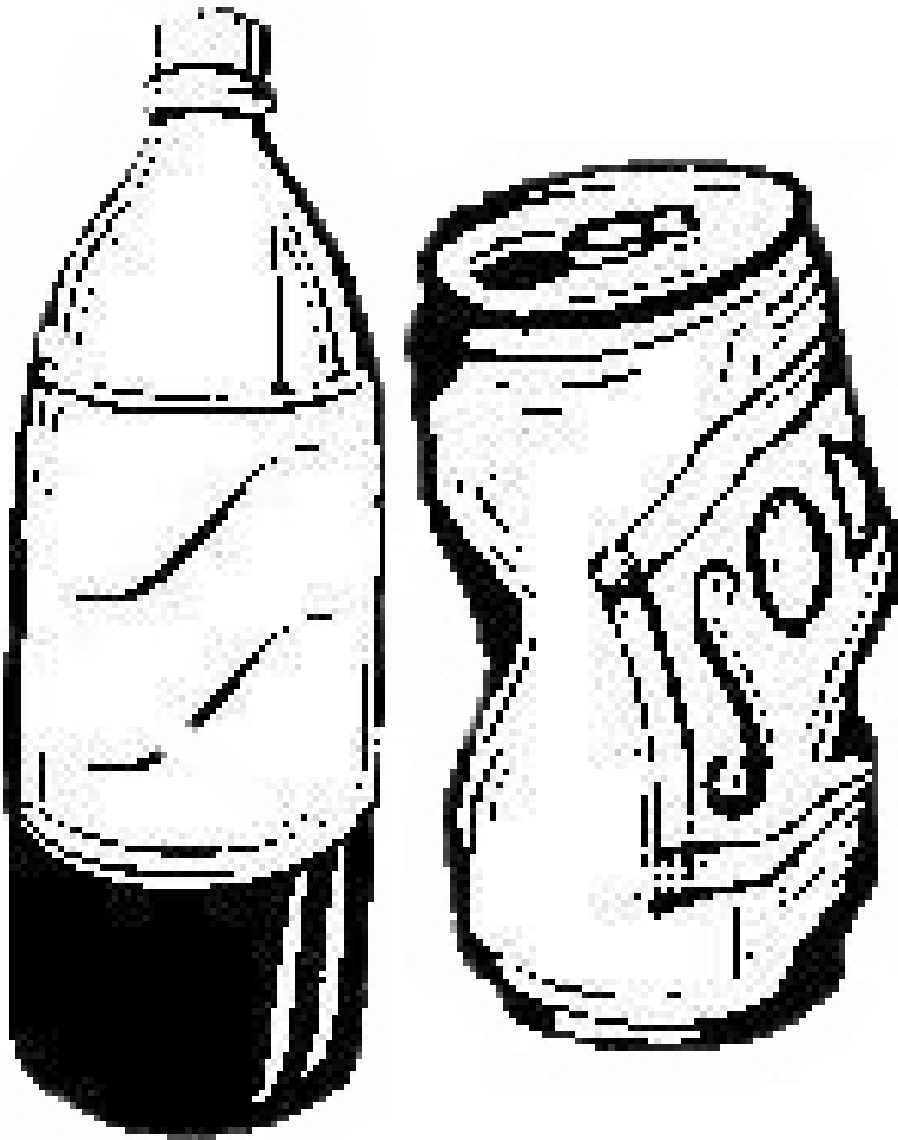


At the Event

- ☐ Ensure that recycling and trash are side-by-side, especially near food vendors and high traffic areas.
- ☐ Educate festival attendees about recycling by making announcements. If there is a sound system, recycling must be encouraged at least once every hour to attendees.

Sample announcement: “Attention festival goers! Please recycle your empty bottles and cans. Thank you for doing your part to reduce waste and recycle more in Cambridge!”

Recycle your



bottles & cans!