

# Guidelines for successful recycling at your event

- Place a recycling container next to each trash container.
- Designate someone that will collect recyclables from the recycle containers and take them to a centralized collection point.
- Empty recycling containers during the event as necessary.
- When the event is over, take the empty beverage containers out of the plastic bags and place them into the recycling totes or dumpster your waste hauler provides for collection. You can also place the beverage containers in our drop-off recycling containers.
- Return the used and unused plastic bags to us. We will properly recycle the used bags.
- Clean borrowed containers.
- Return equipment within two days after event. Call 465-3695 to arrange drop-off.
- Provide the District with the number of bags collected/recycled at the event.
- Publicize your recycling success and encourage others to use our containers!



**Thank you for helping to reduce  
waste at your event!**

**[www.PorterCountyRecycling.org](http://www.PorterCountyRecycling.org)  
[info@PorterCountyRecycling.org](mailto:info@PorterCountyRecycling.org) or 465-3694**