



Best Practices for Green Events Organizers



Great Lakes Green Events organizers proactively reduce the environmental impact of their event and financially support tree planting projects. Organizers may implement some or all of the best practices listed below:

Reduce

- Provide water refill stations
- Use digital signage and/or biodegradable printed materials
- Replace printed agendas or materials with digital materials, event webpages, or apps
- Compost food waste
- Donate unserved food to local organizations
- Work with the event space to eliminate excessive heating or cooling
- Buy local foods when possible
- Select walkable off-site event spaces or provide group transportation
- Communicate with transportation providers to reduce idling and unnecessary trips

Reuse

- Collect badges and lanyards at the end of the event
- Provide reusable silverware
- Purchase eco-friendly swag items

Recycle, Upcycle, or Donate

- Recycle materials where possible and donate meeting decorations to other events

The [Great Lakes St. Lawrence Governors & Premiers \(GSGP\)](https://www.gsgp.org/) created **Great Lakes Green Events**. To participate or for more information, please contact the GSGP staff at gsgp@gsgp.org.