



Ever thought about hosting a GREEN event?

As part of the Green Port Program, the Port of San Diego encourages event planners to host GREEN events on tidelands. GREEN events significantly reduce the environmental impact of your event, primarily by reducing the amount of waste and litter produced. Hosting a GREEN event may even save you money! Here are a few tips.

✓ **Invitations:**

- Save paper by inviting guests by telephone or email. www.evite.com is a great tool.
- If formal invitations are necessary, use paper that is made of at least 30% post-consumer recycled content. Or, look into invitations from “tree-free” alternatives, such as paper made from 100% cotton. Try to use soy-based inks, which emit less air pollution than traditional petroleum-based inks.

✓ **Transportation:**

- Suggest walking, carpooling and biking to your event or other ways to reduce fuel consumption. Consider providing special prizes to guests who walk, carpool or bike.
- Distribute trolley tokens or bus passes in advance of your event to guests who agree not to drive.
- If providing shuttle service to your event, look for a company that can provide vehicles that run on alternative fuel such as CNG.

✓ **Food and Service:**

- Use organic, locally grown foods when possible, which reduces fossil fuel consumption and pollution.
- Consider vegetarian options, which help reduce the environmental impact on water, energy, and soil.
- Consider a menu of “finger foods” to eliminate the use of plates and utensils.
- Provide reusable utensils, dishes and cups when possible.
- If disposable items must be used, choose paper cups and plates that can be recycled. Or, consider using biodegradable plates, cups, and utensils for a better disposable option (made from corn starch). Keep in mind, these products must be properly composted in order to biodegrade.
- Serve beverages in large containers such as fruit punch bowls, pitchers, or urns to eliminate the use of single-use cans and bottles.
- Provide reusable napkins and tablecloths rather than paper when possible.
- Serve condiments in bulk containers rather than individual packets.
- Eliminate the use of straws and cocktail stirrers.
- Donate useable leftovers to local charities.

✓ **Décor:**

- Use simple, non-themed decorations, which can be reused for other occasions.
- Consider using live plants instead of cut flowers to eliminate green waste. Live plants can be used for multiple events, or given to guests to bring home.
- Consider solar-powered lighting options such as holiday light strands and tiki torches.

✓ **Waste Management:**

- Provide recycling for paper, plastic, aluminum, glass, and any other recyclable items as part of your event.
- Place clearly marked recycling bins next to ALL trash cans and provide a service for pick-up.

Check out www.cleanerandgreener.org/eventcertification to learn about green event certification and how you can make your next event *carbon neutral*.