

Public Event Waste Management Plan

The purpose of this form is to assist event operators in reducing waste from their event. It is the County of Mendocino's policy to require that all public events develop a waste management plan that emphasizes waste diversion (the recycling, reuse and composting of materials).

Submit this form to: County Planning & Building Services Department 501 Low Gap Rd., Room 1440, Ukiah, CA 95482

Event Name and Location: _____

Contact Person: _____

Mailing Address: _____

Telephone Number: _____ E-mail: _____

Description of Event: _____

1. Will you use trash bins or carts from the local hauler? Yes No, we will self-haul
2. Will you use recycling bins from the local hauler? Yes No, we will self-haul
3. For each waste material that will be generated at the event, estimate the amount in cubic yards* and indicate how it will be handled:

| | Material Type | Recycled | Trash |
|---|---|----------|-------|
| ✓ | Example: Aluminum Cans | .5 cy | 0 cy |
| | Aluminum Cans | | |
| | Steel/Tin Cans | | |
| | Plastic Beverage Bottles | | |
| | Plastic Food Containers | | |
| | Other Plastic Items (please describe) | | |
| | Remainder/Composite Plastic | | |
| | Glass Beverage Bottles | | |
| | Glass Food Containers | | |
| | Uncoated Corrugated Cardboard | | |
| | Waxed Cardboard | | |
| | Newspapers, Magazines and/or Catalogs | | |
| | Office Paper | | |
| | Other Paper Items (please describe) | | |
| | Food Scraps/Biodegradables/Compostables | | |
| | Cooking Oil/Grease | | |
| | Wood Pallets/Crates | | |
| | Other items (please describe) | | |
| | SUBTOTAL | | |
| | % OF TOTAL WASTE | | |

* 1 cubic yard is equal to 3ft. X 3ft. X 3ft.
in volume or 6- 30 gal. trash cans in weight

4. Are you planning on using any throw-away items that could be replaced with re-usable items? (Example: utensils, cups, plates)

Explain:

5. Will all trash and recycling containers be clearly labeled? Yes No

6. Will the custodial or clean-up crew be instructed on correct handling of trash & recyclables? Yes No

7. Do you need assistance or advice on waste management for your event? (If so, see help numbers below) Yes No

8. Are there any special circumstances related to your event that make it impractical to achieve waste diversion? Yes No

Explain:

If you have questions or would like further resources to assist you, please call the following contacts or visit the following websites:

- Mendocino Solid Waste Management Authority: www.MendoRecycle.org or call (707) 468-9704
- California Integrated Waste Management Board: www.ciwmb.ca.gov/venues
- Waste Management Inc. (707) 462-2063 or Solid Wastes of Willits (707) 459-4778

For County Use Only

_____ Approved _____ Needs Revision _____ Date

Large Event Waste Management Report

Required by State Public Resources Code Section 42648.3 for any public event that: (1) has average attendance more than 2,000 per day of operation and (2) charges admission or is operated by the city or county.

Event name _____ Event date(s) _____

Physical address _____

Mailing address _____

Does this event have a written waste management plan? Yes No

Describe the measures used at this event to recycle waste:

Identify the waste materials that were recycled:

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Beverage containers | <input type="checkbox"/> Food waste |
| <input type="checkbox"/> Cardboard | <input type="checkbox"/> Wood scraps |
| <input type="checkbox"/> Office paper/mixed paper | <input type="checkbox"/> Scrap metal |
| <input type="checkbox"/> Tin cans | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Plastic containers | |

What was the total waste generation of this event?

Disposal (trash) _____ cubic yards tons

Diverted (recycle) _____ cubic yards tons

This report prepared by:

Name _____

Phone _____ Email _____

Sign _____ Date _____

Send completed report to:

Mendocino Solid Waste Management Authority
P.O. Box 123, Ukiah 95482
Phone: 468-9710 – Fax: 462-3517