

Town of Avon Vendor Requirements & Guidelines

This document shall serve as a tool to further reduce our waste and resource consumption to conserve energy and water, maximize landfill space, minimize ecosystem destruction and help support our Eagle County community in meeting the waste diversion goal of 30% reduction by 2030.

As the commitment to sustainability increases for all Town events, we are asking all on-site activations, including but not limited to food and beverage concessions, retail vendors, sponsors, etc. to comply with the requirements detailed below. We appreciate your commitment to the Town of Avon's environmental sustainability initiatives and are available to support you with any questions or concerns. Additionally, Walking Mountains is available on a case-by-case basis to directly consult and/or implement your program to ensure compliance with the Town of Avon staffing, management, and post event reporting requirements.

At the bottom of this document is a *Serviceware Product Inventory* which must be completed and returned to Walking Mountains two weeks prior to the first day of the event. Walking Mountains will follow up within five business days if any items listed in your product inventory are not compliant. Additionally, vendors must notify Walking Mountains if there are any changes to their approved inventory five business days prior to the event.

Please contact Nina Waysdorf, Sustainability Programs Coordinator for Zero Waste, at ninaw@walkingmountains.org with any questions.

PRODUCTS

It is required that serviceware be compostable (or recyclable if necessary) to decrease the number of items entering our local landfill. To ensure the products you plan to use are acceptable, please contact Nina Waysdorf at ninaw@walkingmountains.org with a list of all items prior to purchasing. *Note that while some items may say "recyclable," it does not necessarily mean it is recyclable in our area; please only purchase items on the "acceptable" list.*

Acceptable Containers and Serviceware

All *un-coated* paper containers including plates, bowls, cups
BPI – Certified compostable containers
BPI – Certified compostable utensils (spoons, forks, knives)
BPI – Certified compostable "coffee" cups
Paper napkins and paper towels
Wax paper or deli wrap
Aluminum cans
Corrugated cardboard/boxes

Prohibited Containers and Serviceware

Single-use plastic bottles
Polystyrene foam (Styrofoam™) products
Non-compostable plastic utensils (including all products made from recycled content)
Plastic cups
Compostable PLA cups
Straws
Plastic-*coated* paper products
Glass
Plastic wrap
Plastic lids
Single-use condiment pouches
Plastic Bags and/or Plastic Film
Plastic condiment containers (even if they say recyclable, they are not!)

EXAMPLES: APPROVED PRODUCTS



Food Containers such as plates, bowls, trays, & clamshells must be made of paper, bamboo, or sugarcane. Check for "BPI Certified Compostable" label to ensure they break down at our facility and are NOT lined with plastic.



Utensils *MUST be labeled "BPI Certified Compostable"* or made from wooden or other natural material. Our local recycling and compost facilities cannot accept utensils made from recycled material/content or simply labeled "Biodegradable."



Beverage Containers such as aluminum cans and Tetra Paks® are accepted for recycling. Currently, our local hauler for single-stream cannot recycle plastic cups. Additionally, our compost facility cannot process compostable "plastic" cups. Whenever possible, please purchase "BPI Certified Compostable" coffee-style cups (see example above). *Note that the Town of Avon is plastic-free, so plastic bottles are not to be sold at any event.*

Recommended Suppliers:

- Eco Products: <https://www.ecoproducts.com/>
- World Centric: <http://www.worldcentric.org/>
- Going Green Services: <http://www.goinggreenservices.com/PET-Clear-Cup-16-oz-p/espet16.htm>
- Biodegradable Products Institute: <http://products.bpiworld.org/?search=&category=59&type=2>
- Green Paper Products: <https://greenpaperproducts.com/>
- First Choice Wooden Cutlery: <https://www.firstchoiceware.com/>

VENDOR RESPONSIBILITIES

To help strengthen efforts and efficiency please review the following expectations that Town of Avon and Walking Mountains have for all vendors. If contracted by the event producer, the Walking Mountains Sustainability Zero Waste Team (Green Team) will be onsite to help manage and ensure proper disposal of all waste created during the event.

- Vendors shall use the provided the *back of house* trash, recycling, and compost bins and keep them out of public reach. If additional bins or bags are needed, please promptly inform the appropriate staff.
- The Green Team will educate you about proper sorting prior to the event. It is the vendor's responsibility to manage their waste correctly during the event. Ex: break down all cardboard boxes, latex gloves go in the trash, food scraps go in the compost, etc.
- Share how sustainable you are! Inform guests of your compostable/recyclable products and direct them to the nearest Zero Waste stations for proper disposal.

COLLATERAL AND GIVEAWAYS

- All paper should be recyclable in a standard municipal recycling stream. Many laminated and coated papers are not recyclable, and thus are prohibited. Please print collateral on 100% post-consumer recycled content or FSC-Certified content.
- The Town of Avon encourages our partners to eliminate waste-creating "giveaways," such as stickers and glow sticks; and to consider experiential activities instead. Also consider offering one bigger prize rather than smaller giveaways.
- All giveaways should be able to be consumed, reused, recycled, composted, or upcycled.
- All giveaways should meet the following requirements:
 - Giveaways and their packaging will contain recycled materials and be 100% reusable, recyclable, or compostable.
 - Giveaways will be ordered in reasonable quantities relative to projected event attendance.
 - Giveaways will be designed to allow for future distribution should there be leftovers (e.g. without a date or event).
- Please consider giveaways that are durable and reusable and that do not have wasted parts. Instead of stickers, which have a non-recyclable paper backing, consider:
 - Koozies
 - Reusable cutlery
 - Patches
 - Reusable shopping bags
- Polystyrene foam (Styrofoam™) is prohibited at the event.

PURCHASING TIPS

- Reduce purchasing and buy in bulk. Not only will it reduce waste, but it will help cut costs and eliminate the need for unnecessary packaging. Ex: use large condiment containers as opposed to individual packets.
- Avoid single use products like straws, stirrers, unnecessary utensils, or other excess disposable items. These items use large amounts of resources to produce and are a major source of contamination and pollution.
- If you go with paper products, purchase UN-COATED paper plates, cups, boats, etc. Chinet is a great brand you can find anywhere. Look for brands that say compostable and have a BPI Certified Compostable label.
- When purchasing napkins, brown/natural napkins are best!
- Polystyrene foam (Styrofoam) is prohibited at the event. Any Styrofoam packaging or materials must be disposed of offsite.

SERVICWARE PRODUCT INVENTORY

Please list **all** serviceware you will be distributing, and the materials associated with those items. Please include Manufacturer or Brand Name. The Green Team will follow up and notify you if any products are noncompliant.

Item	Product Manufacturer/Brand	Product Description
<i>Ex: Sandwich</i>	<i>Eco-Products</i>	<i>8" inch Square Sugarcane Plate, Certified compostable</i>

Thank you for your help! You play a key role in fostering a culture of environmentalism in our community.

I acknowledge that I have read, understood, and will comply with the above Town of Avon Vendor Requirements & Guidelines.

Business Name:	Contact Name:
Phone:	Email:
Signature:	Date: