



WASHINGTON COUNTY
OREGON
Solid Waste & Recycling Program



Successfully Recycle at Your Event

The Washington County Solid Waste & Recycling Program loans ClearStream bag and frame kits and food scrap collection bins for recycling at events. Call 503-846-3605 or email recycle@co.washington.or.us for questions or to reserve the ClearStream bag and frame recycling kits for an event.

Using the kits is easy — just use the following steps.

Step one — determine what will be recycled and who will collect the materials

Before the event, decide who will collect the materials from the event site and where they will go. If you collect bottles and cans for redemption, you will need to collect them separately from other materials and take them to a redemption center. Or you can take all plastic bottles, cans, cardboard and paper from the event to a drop-off recycling center. To locate a drop-off recycling center, call Metro at 503-234-3000 or visit www.OregonMetro.gov/FindARecycler.

Step two — set up collection stations

- Always place recycling and trash containers together. Recycling containers standing alone will become contaminated with trash.
- Place garbage and recycling stations to make monitoring and maintenance easy. Place stations near high traffic areas such as food courts, entrances and exits.
- Make stations highly visible with signs, banners or balloons. Make sure each container is clearly marked with the accepted materials.
- Use clear bags for recycling and black or gray bags for garbage. When attendees see the recyclables in a clear bag they are less likely to think it is garbage.
- Place a few empty bottles or cans in recycling bags to give visitors a visual clue of what can be recycled.



How to assemble recycling equipment

Each frame uses a 35-40 gallon bag — approximately 40 inches by 48 inches. Use clear bags for recycling and black or gray bags for garbage. Clear bags can be purchased online or at a restaurant supply store such as Cash & Carry.



1. Set up frame with narrow loops facing up
2. With bag in center of the frame, pull lip of the bag through each loop
3. Fold bag edges back over the frame
4. Gently tug on center lip of bag between frame edges to secure the bag
5. Place the blue lid on top and attach the recycling sign



Step three — communicate with vendors, exhibitors and visitors

- Before the event, inform vendors and exhibitors which items can be recycled and where they should deposit recycling. Provide clear instructions and a contact number for questions.
- Promote recycling opportunities in event literature or during on-stage announcements.

Step four — keep things running smoothly

Check each garbage and recycling station regularly, removing contaminants from recycling containers and emptying full containers.

At the end of the event, note the amount of recyclable materials collected and the amount headed to the landfill. Sharing this feedback can be a great motivator for next year's event organizers, participants and visitors.

Step five — return clean equipment

All equipment must be returned to Washington County in the same condition as it was loaned. Clean food ClearStream lids and food collection bins to remove food scraps and beverage residue.

www.WashingtonCountyRecycles.com

503-846-3605

Reduce  Reuse  Recycle