

ACC Event Recycling & Composting Requirements

LANDFILL



RECYCLE



COMPOST



Per Solid Waste Policy SW-021(F), all events sponsored or held by the Unified Government or permitted by the Unified Government through a special events permit **must provide or arrange for recycling collection services**. In addition, all events **with two or more food and/or beverage vendors must use reusable, recyclable, or compostable materials** for any single-use items **and compost collection must also be provided**.

Will food or drink be sold at this event?

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NO

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YES

If yes, how many food/beverage vendors?

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One food vendor

☐

Two or more food vendors
(below policy applies to your event)

Policy for Events with 2 or more Food Vendors

- Applicant is responsible for notifying all food/beverage vendors of this policy and ensuring that all requirements are followed. The **Vendor Guide** must be shared with all vendors.
- Applicant must send a list of all food/beverage vendors with their contact information to the Solid Waste Department at recycle@accgov.com no later than 30 days prior to the event date.
- Applicant must inform food/beverage vendors that they are required to submit a **Special Event Food Vendor Application** to ACC Solid Waste and pay a \$25 application fee at least 3 weeks prior to the event. This is to ensure that their service ware products meet the requirements of the policy.
- Vendors that repeatedly use non-recyclable or non-compostable materials may be denied and barred from participation in future events.
- Failure to follow the policy will result in fees and future events may not be approved.
- The Recycling Division is available to help food/beverage vendors select appropriate service ware products to meet all requirements.

Waste Removal and Clean-Up Services

- Applicant is responsible for all waste removal and must ensure that materials collected are delivered to the appropriate disposal site for trash, recycling, or composting.
- The ACC Solid Waste Department can provide waste removal services for a fee.
- The Recycling Division offers event trash, recycling and composting containers for no charge.
 - Event containers should be requested through our Zero Waste Kit online at <https://accgov.com/ZeroWaste>.
 - Applicant is responsible for the pickup and delivery of all equipment borrowed from the Recycling Division. Delivery of collection containers may be arranged for a \$35 flat fee.
 - Recycling bags are included at no charge, but composting bags require a fee of \$5 per bag.
- Applicant is responsible for ensuring that all requirements of the **Collector Guide** are followed by the waste collector.

Waste collection and removal services to be provided by:

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ACC Solid Waste Department

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Event Volunteers

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Private Contractor (outside downtown only)

Name of Private Contractor:_____

Contact Information_____

Contact ACC Recycling Division with questions at recycle@accgov.com or 706-613-3501