

GREEN EVENT GUIDELINES

Let Cobo Center work with you to develop an zero waste attendee education program that promotes reasonable portions, composting, recycling, plastic bottle alternatives and much more.

Work with your event manager to establish Green Event goals such as waste diversion data, post event material donations, digital sign usage, hybrid meeting webcasts and alternative menu options. Once your goals are established, we will track the data and send a post event report and Green Event Certificate after your event.

1

DESIGN YOUR SIGNAGE TO BE REUSABLE OR RECYCLABLE

Choose signs made from paper products that can be recycled and use digital signage.

2

KNOW WHAT'S RECYCLABLE

Recycling varies from city to city and business to business. Review what we can recycle at our facility and purchase products that we can recycle and encourage your exhibitors to do the same.

3

COMMUNICATE WITH EXHIBITORS AND DECORATORS

Exhibitors and decorators can be some of your biggest allies in waste reduction. Ask us for tips on how to communicate your efforts to staff, sponsors and attendees – a great PR opportunity!

4

GAME PLAN WITH THE EVENT MANAGER

Reach out to our resident expert with questions about materials choices, communication opportunities, and recycling streams.

5

DONATE LEFT OVER MATERIALS

We are often able to donate leftover goods and materials to local community organizations. This could include decorations, giveaways, bags, office supplies, construction materials, unused food and more. Let us know if you anticipate any leftover goods and we'll happily coordinate for you.

MATERIAL STREAMS AT COBO CENTER

RECYCLABLE

- Aluminum Cans
- Glass Bottles and Jars
- Clean Paper (Brochures, Programs, Fliers, etc.)
- Cardboard Boxes
- Cardboard Signage
- Plastic Shrink Wrap, Sheet Plastic, Bubble Wrap
- Plastic Bottles and Containers
- Plastic Plant Pots
- Styrofoam Peanuts (must be bagged)
- Vinyl Tablecloths
- Wood Pallets
- Lumber or Other Wood Scraps
- Scrap Metal
- Grease

COMPOSTABLE

- Yard Debris
- Food Scraps
- Disposable serve ware

DONATIONS

- Carpet and padding
- Donateable Goods (Books, T-Shirts, Office Supplies, Trinkets, Décor, Potted Plants, Bags, Craft Materials, Garden Supplies, Etc.)
- Donateable Food (Dry Goods, Prepared Foods, Perishable Food, Frozen Food, Pet Food)
- Donateable Name Badges
- Donateable Yard/Garden Items
- Plastic Food Serviceware
- Plastic Beverage Cups
- Plastic Utensils
- Food Packaging
- Vinyl Banners
- Foam Core Signage
- Trees and dirt