

**Please consider the following ways in which you can help us have a reduced waste event:**

1. Reduce wherever possible the amount of printed or other related event materials for the event.
2. Use vegetable-based inks on FSC certified 100 percent post consumer, chlorine and acid-free recycled paper.
3. Eliminate any unnecessary paper handouts and CD-ROMs.
4. Make an effort to reuse the printed materials or any displays if they are not date or time-sensitive, by removing as many printed materials with you as much as possible to reduce the amount to be recycled from the event.
5. Make use of recycling bins (paper, bottles, plastic and cans) located strategically on the show floor to adequately separate and effectively collect the different materials from the event.
6. Use eco-friendly recyclable giveaways and take back all the leftover giveaways so they will not be left behind on the exhibit floor.
7. Refrain from bringing non-recyclable items to the event, or as an alternative, please take these non-recyclable items back with you when you move-out from the event.
8. Sign and Displays should incorporate indoor air quality principals and be made with environmentally responsible materials including the use of energy efficient lighting if applicable.
9. Attempt to reduce the environmental impact resulting from transportation while supporting regional economy. Partner with local suppliers, manage and use local labour.
10. Minimize transportation to and from show site. When possible use biodiesel fueled or alternative fuel trucks. Offset transportation emissions with carbon offset program.

*For more information please contact CHES National Trade Show & Education Forum Conference Office, Exhibit Manager at 613-531-9210 or [ddennison@eventsmgt.com](mailto:ddennison@eventsmgt.com)*

