

### SPECIAL EVENT RECYCLE PLAN

# EVENT: KEY WEST SONGWRITERS FESTIVAL MAIN EVENT

DATE: MAY 12, 2018

TIME: 6 am - Midnight (concert 7pm-10pm)

Festival Recycle committee will coordinate With

#### Waste Management:

Number of recycle bins needed (one recycle bin/one trash place side by side) Drop of and Pick up of recyclables, containers, liners

Placement of Binsthroughout event site Ensure bins are clearly marked "recyclables"

#### With Event Staff

Recycling Education and requirements (one recycle/one trash, monitor bins, adequate bins at event entrances, aware of all receptacles surrounding event)

Staff to encourage and promote recycling

Ensure bins are clearly marked to avoid sorting trash from recyclables Cardboard

Collection done behind the scenes

## With Private Vendors:

Bins for cans and bottles within 50 ft of all drink/drink sale locations and placed behind each drink location

