



Zero Waste Incentive Form

For Special Events in the City of Boulder

(\$250 incentive is only available for events with a special event permit within the City of Boulder)

Event name: _____ Event Date: _____

Event Location: _____ Contact name: _____

Contact phone: _____ Contact email address: _____

Event Organizer: _____

Name of Organization Receiving Rebate (if different than above): _____

Mailing Address (for sending rebate): _____

Intended Audience for Event: _____

What will be served at the event? (Zero Waste incentive is only applicable if food will be served)

Incentive Objective: The City of Boulder is committed to helping special event organizers create zero waste events. For events that serve food and/or drinks, the incentive is designed to assist event organizers get compostable and recyclable containers, collection services or educational materials that facilitate zero waste. This **\$250 incentive** is designed to help event organizers go above and beyond the City's recycling requirements for special events within the past 6 months.

The City of Boulder will refund up to a **maximum \$250 per event** for the purchase of eligible compostable products or collection and/or education services to be used at a permitted special event located in the City of Boulder.

For reimbursement, you must submit the following: (Receipts can add up to any amount, but your reimbursement from the City of Boulder cannot exceed **\$250**.)

1. Completed incentive form
2. Completed [W-9 form](#)
3. Receipts for each compostable product purchased for event showing date of purchase
4. Proof of zero waste services and/or compostable materials collection from hauler if service was used (e.g. copy of hauler invoice)
5. Proof of City of Boulder Special Event Permit. Request for rebate must be received no more than 3 months after event.



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1. Incentive form
2. Completed [W-9 form](#)
3. Receipts for each compostable product purchased for event showing date of purchase
4. Proof of zero waste services and/or compostable materials collection from hauler services were used (e.g. copy of invoice)
5. Proof of City of Boulder Special Event Permit. Request for rebate must be received no more than 3 months after event.

REIMBURSABLE COMPOSTABLE PRODUCT	COST
Compostable Plates	
Compostable Bowls	
Compostable Cups	
Compostable Utensils	
Compostable To-Go Containers	
Collection Bins/Zero Waste Stations	
Compostable Bags	
REIMBURSABLE ZERO-WASTE SERVICES	COST
Compostable Collection Service	
Zero Waste Education Staff for Event	
TOTAL COST	\$

Incentive does not apply to sales tax.

Please send the completed information to Kelle Boumansour at boumansourk@bouldercolorado.gov or mail to:

City of Boulder, Local Environmental Action Division
Attn: Kelle Boumansour
P.O. Box 791
Boulder, CO 80306



Zero Waste Materials Agreement Guidelines to Containers and Service Ware

Acceptable	Not Acceptable*
All paper containers including plates, bowls, cups, etc. Waxed paper products are acceptable, as long as you can scratch the wax coating off with your fingernail. Nothing can have a plastic lining.	Styrofoam® (polystyrene). It is not recyclable, regardless of what your suppliers may tell you and despite any recycling symbols on the product. Plastic coated paper products, where the coating won't scratch off, are not acceptable.
#2 and #5 plastic tubs and cups (compostable paper, potato starch or corn starch preferred)	All other numbers of plastic cups (even small deli cups)
Narrow-neck plastic containers (#s 1, 2 & 5 only)	All other numbers of narrow-neck plastic containers
Potato or cornstarch lids	Plastic lids
Potato starch or corn starch cutlery (spoons, forks, knives, straws)	Plastic cutlery
Wooden stir-sticks, chopsticks, toothpicks and skewers	Plastic straws
Waxed paper products	Plastic-coated products
Aluminum foil and cans	Individual condiment packets
Glass bottles and jars	Prepackaged and frozen food containers
Paper milk cartons and drink boxes	Foil drink pouches
Paper napkins and paper towels	Plastic lids of any kind

*** Please note that you will be asked to remove any non-recyclable or non-compostable items from your site for the duration of the event.**



Zero Waste Materials Agreement

Ensure that all vendors at your event are on board with your Zero Waste efforts!

Vendors are required to hand out only recyclable or compostable products.

Here are some ideas that can help you achieve this goal:

- Offer finger foods to use fewer utensils.
- Consider replacing plastic bowls (for serving chili and soups) with bread bowls and using cones for ice cream.
- Paper napkins are compostable and can replace bulkier plates.
- **Do not use Styrofoam® or plastic (recyclable plastic bottles are OK).** Please use the recyclable or compostable alternatives listed above.
- Compostable materials can be purchased easily and locally (see below.)

Sources for Compostable Serviceware:

Eco-Products (Boulder, CO) www.ecoproducts.com 303-449-1876	Green Logic (Ft. Collins, CO) www.green-logic.net/compostable-tableware.html 970-484-1740
Hard Copy Solutions (Longmont, CO) www.hardcopyonline.com 303-772-2902	World Centric (Palo Alto, CA) www.worldcentric.org/bio/index.htm 650-739-0699
All Things Renewable (Denver, CO) www.allthingsrenewable.com 303-307-1317	Nature Friendly Products (Beachwood, OH) www.nfpc.com/products.html 1-800-321-4804 x 105

We look forward to working with you to make this a successful Zero Waste Event. If you have questions regarding Zero Waste, contact Kelle Boumansour at 303-441-1940 or boumansourk@bouldercolorado.gov.