

# EXHIBITOR GUIDE TO REDUCING WASTE

We strive to send as little material as possible to the landfill.

## WHAT YOU CAN DO:

### REDUCE WASTE

- Use the facility recycling receptacles during move in/out and run of the show.
- Use only products that are recyclable at the Oregon Convention Center.
- Minimize packaging.
- Bring only what is anticipated for attendees.
- Provide information on a reusable drive or through a QR code.

### SMART EXHIBIT DISPLAY DESIGN

- Create signs and banners that are reusable or can be recycled.
- Print handouts on a post-consumer recycled content paper using soy or vegetable based inks.
- Use energy efficient lighting for displays.
- Turn off booth lighting, monitors, and equipment overnight.

### TRANSPORTATION CONSIDERATIONS

- Use local vendors when possible to reduce transportation impact.
- Use local public transportation, walk or bike when possible. Visit: [trimet.org](http://trimet.org).

## WHAT YOU MUST DO:

### THE FOLLOWING ITEMS ARE PROHIBITED AND MAY NOT BE BROUGHT INTO THE OCC

The following items are prohibited and may not be brought into the OCC:

- foam-core signage
- any signage that cannot be recycled or reused
- helium balloons
- plastic bags used for purchases and plastic conference bags provided to collect show items
- any hazardous substance or item including a hazardous substance

### THE FOLLOWING ITEMS ARE ALLOWED INTO THE OCC BUT MUST BE REMOVED AT THE END OF THE EVENT

- vinyl banners
- electronics
- furniture
- equipment
- carpet, carpet scraps and carpet padding
- plaques or trophies
- pallets

### THE FOLLOWING ITEMS ARE RECYCLABLE AND MUST BE PLACED INTO THE PROPER RECEPTICALS

- styrofoam
- cardboard boxes and signs
- construction debris
- glass containers
- cans
- paper
- plastic film and shrink wrap
- plastic containers, pots and buckets
- metal containers
- scrap metal
- vinyl tablecloths
- wood
- plants, trees and yard debris (pre-approval required)

The OCC provides clearly marked recycling containers that include separate streams for recyclable, compostable and landfill materials.

