

# Special Event Recycling

Festivals, fairs, parades and other special events bring communities together. Unfortunately, these events can also generate a lot of waste. To make your next event greener, participate in our special event recycling program.

## How does it work?

The City of Everett loans recycling and/or compost containers to organizations that hold special events. Use of these containers can reduce your trash disposal expenses, enhance your reputation in the community, and reduce the environmental impacts of your event.

## What do the containers look like?

Special event containers have steel frames with color-coded lids that hold bags in place. The container frames are 40.5" tall by 24.5" wide and can hold up to 45 gallons of recyclables or compostable food waste. With restricted openings, labeled bags, and informational signage, they are easy to use. The result is maximum recycling and food diversion rates with an average of less than 3 percent contamination.

## What is the cost?

Loaned special event containers and corresponding bags can be reserved for FREE on a first come, first served basis. If the containers are damaged or missing parts upon return, the borrower will be responsible for the replacement cost. The current replacement cost for damaged or missing containers is \$100 per unit.

## What is the process for obtaining containers?

An authorized representative of the organization holding the event (the borrowing organization) reserves, picks up, and signs for the containers. The borrowing organization is responsible for the containers until they are returned. All returned containers must be free of garbage and liquids.

The borrowing organization is responsible for setting up the containers, removing collection bags from the containers, recycling the collected materials and any associated costs. For BEST RESULTS, recycling and compost containers should be placed next to every garbage can.

## How do I reserve containers?

1. Complete loan agreement and return to [Erika Frost](#).
2. After availability is confirmed, pick-up and return of containers at:  
City of Everett Public Works  
3101 Cedar Street, Everett, WA 98201  
8 a.m. to 5 p.m., Monday through Friday

Maximum loan period is one week (exceptions need to be pre-approved).



## SPECIAL EVENT RECYCLING LOAN AGREEMENT

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EVENT NAME: \_\_\_\_\_

DATE(S): \_\_\_\_\_

LOCATION: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

EVENT REPRESENTATIVE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

NUMBER OF CONTAINERS REQUESTED:

NUMBER OF BAGS REQUESTED:

RECYCLING: \_\_\_\_\_

RECYCLING: \_\_\_\_\_

COMPOST: \_\_\_\_\_

COMPOST: \_\_\_\_\_

TRASH: \_\_\_\_\_

TRASH: \_\_\_\_\_

DATE YOU WILL PICK-UP (M-F 8-5): \_\_\_\_\_ TIME: \_\_\_\_\_

DATE YOU WILL RETURN (M-F 8-5): \_\_\_\_\_ TIME: \_\_\_\_\_

**Please return agreement to Erika Frost, Public Information & Education Specialist: [efrost@everettwa.gov](mailto:efrost@everettwa.gov)**

### TO BE COMPLETED AT PICK-UP:

I received \_\_\_\_\_ containers, in good condition from City of Everett Public Works on \_\_\_\_/\_\_\_\_/\_\_\_\_ and agree to the above conditions and responsibilities.

**Event Representative Signature:** \_\_\_\_\_

### TO BE COMPLETED UPON RETURN:

I returned \_\_\_\_\_ containers to City of Everett Public Works on \_\_\_\_/\_\_\_\_/\_\_\_\_

**Event Representative Signature:** \_\_\_\_\_

Estimated # of full bags of recyclables collected or actual weight: \_\_\_\_\_

**Questions?** Contact Erika Frost, Public Information & Education Specialist: [efrost@everettwa.gov](mailto:efrost@everettwa.gov) or **(425) 257-7205**  
**Container pick-up and return:** City of Everett Public Works 3101 Cedar Street, Everett, WA 98201