



HOW TO #1

Make your event more sustainable

Transport

Will people come to your event from far away? Encourage them to travel by **train** or **bus** instead of taking an airplane. In addition, encourage them to **compensate** their transport for example by planting a tree via [TreesforAll.nl](https://treesforall.nl).

Food

Will you provide food for your guests? Try to serve as **many local and seasonal products with as little meat** as possible. If guests can sign up for food options, make sure that vegan or vegetarian is the default choice.

Plastic

Try to prevent plastic (bottles). Nowadays, many people own **reusable water bottles**. **Inform** your visitors prior to the event that they should bring their own waterbottles.

Paper

Try to **reduce paper**. Consider **sending** all the brochures and information sheets to participants by **email** before your event and make it readily available **online**. It will save you paper and money.

Recycle

Communicate to your visitors that they should separate their waste so it can be recycled. Try to have **separate recycling bins** next to trash cans to make things easier.

Location

Try to be selective with the location(s) where you host the event. Choose places with **sustainability initiatives** that are easily **accessible** by bike or public transport, for example rather close to a train station if people from elsewhere are coming.

Share

Most importantly, **share and communicate** with your visitors why you made the decisions you made: for environmental concerns and a **duty to care**. This will make you and your organization look responsible and environmentally conscious.