

# Zero-Waste Party Kit

## Instructions For Borrowers

This instructions guide was created to help party kit borrowers reduce waste by using reusable items and ensuring that proper waste sorting is achieved.

Below are guidelines that will help borrowers have a successful Zero-Waste event!

**Save Money - Reduce Waste - Build Community!**

### Pre-Party

- Pick up party kit a day before your event (or as agreed upon with host).
- Count the items to ensure you have settings for 25 people.
- At the party location, create a designated area with signage for sorting recycling, food scraps (if applicable), landfill, and soiled party kit items.
  - Set out bins with signage
  - Have all bins set-up together for ease of sorting.

### Party Time

- Tell guests that a Zero Waste Party Kit is being used.
  - Explain that the party kit items are **borrowed** and need to be **returned**.
  - Explain the sorting system so guests understand where to place their soiled items.
  - Let people know that these party kits are available to all interested residents.

### Post Party

- Count items as closely to the end of your party as possible – this can help reduce losses (e.g., napkins stowing away in guest pockets, plates with leftovers being taken by a guest)
- Clean dishes and utensils. They are dishwasher safe.
- Launder and fold napkins.
- Return to host the day after your event or as agreed upon. Alert host if any items are missing.

### Zero Waste Party Kit Contents

The Zero Waste Party Kit serves 25 people and includes:

- 25 plates, 9" dia.
- 25 bowls, 16 oz.
- 25 cups, 16 oz.
- 25 forks
- 25 spoons
- 25 butter knives
- 25 blue cloth napkins
- 3 cotton bags (for utensils)
- Return Items Here sign

