



# Your Guide to Event Greening

*The Large Events Edition*



**Our Top 12 Tips to Green  
Your Next Large Event**



Together we make a difference

**Perfect for Planning:**

- Weddings
- Anniversaries
- Milestone Celebrations and More!



### **Green Tip # 1.** **Make "Going Green" Part of Your Plan**

Green events are possible, but they do require a plan!  
Include it early in the planning process and think “green” every step of the way.  
Allow this to guide your decisions about the event plan, food, invitations, gifts, etc.



### **Green Tip # 2.** **Choose A Green Venue**

For halls, conference centres and rental facilities, inquire about their environmental practices; find out if they use renewable energy, employ sustainability practices, how they divert their waste and if they use energy star rated equipment and appliances.  
Choose a venue that has an environmental policy or green strategy.  
If possible, choose a central location that will require less traveling for you and your guests.



### Green Tip #3.

#### Go Green With Your Suppliers (Caterers, bakers, entertainment, etc.)

Choose local. This not only supports the local economy, but also reduces carbon emissions as less traveling is required.

Before you order or book anything, find out what suppliers can do to make their offering more environmentally friendly.

Ask where they source their products or ingredients and find out if seasonal or local produce is available. Allow this to guide your menu.

Local, organic and meatless menus have the smallest eco-footprint.

Request waste free packaging, such as reusable trays and displays.

If you are having flowers at your event, choose locally sourced, pesticide-free and waste-free options.



### Green Tip #4.

#### Reduce Your Events Energy Usage

Host events during the day to take advantage of natural light and save electricity.

Host events outside to save energy for heating or cooling.

Be sure to let your guests know if the event is outdoors so they can dress appropriately.

Support green energy and reduce your impact by using Bullfrog Power.



### **Green Tip #5.** **Green Your Invitations**

Invite guests by phone, e-mail or send a virtual invitation.

Some virtual invitation platforms will also include online services to help organize your event.

Free online invitations can be made on: [Canva](#), [Punchbowl](#), [Evite](#), [Paperless Post](#), etc.

Paid options with event organization features can be made on: [Paperless Post](#), [GreenVelo](#), etc.

If you must send paper invites, use recycled and/or FSC certified paper products.

*See the Addendum for suggested phrasing for your green event.*



### **Green Tip #6.** **Rent, Reuse and Upcycle Decorations, Equipment and Supplies**

Rent dishware, tables, chairs and decorations from a local supplier instead of purchasing.

Source second-hand items for décor on Facebook Marketplace and Kijiji.

Get creative and [upcycle to create decorations](#).

Try making your own [recyclable paper decorations](#) or make [confetti out of leaves](#).

Let nature be your inspiration and use all-natural decorations, taking care not to remove anything living from the natural environment.

Collect leaves, twigs, etc sparingly from the forest floor.



### **Green Tip #7.** **Go Zero Waste**

Choose reusable plates, cups, cutlery, napkins and tablecloths, instead of disposables.

If this is not possible, use paper options that are compostable.

Refuse food options that create waste from plastic packaging.

Work with your caterer and vendors ahead of time.

Offer water jugs or refill options for water, instead of bottled water and avoid providing straws.

Offer a signature drink made in large drink containers.

Choose drink options in glass and cans over plastic bottles.

Always look for the “green” alternative, and if zero waste isn’t possible opt for items in glass, tin and paper instead.



### **Green Tip #8.** **Encourage Green Transit With A Fun Incentive**

Create an incentive like a prize draw or giveaway for people who take green transportation to get to your event.

Start a carpool group chat or conversation thread for guests, encouraging them to connect. You could also link the group to a digital invite.

If your event is out of town, consider arranging a shared shuttle service for guests.

If you are arranging a shuttle service, explore an electric vehicle option such as [Facedrive](#) or [Teslasine](#).



### **Green Tip #9.** **Reconsider Traditional Gift Giving**

Gifts are a lovely gesture of gratitude and celebration, though many simply end up cluttering homes before being donated or thrown away.

Consider an alternative way of giving and receiving gifts:

Request a monetary donation to your favourite local charity, like [BurlingtonGreen](#).

Request a non-perishable food item for donation to the local food bank.

Request eco-friendly gifts only.

Many large weddings may rely on monetary gifts to help fund the event. If this is the case for you, specifically request monetary gifts.

Simply request no gifts – some people will ignore this and bring a gift regardless, so providing an alternative option may offer guidance to guests.

Whatever direction you choose, be sure to mention this when extending the invitation.

*See the Addendum for suggested phrasing for your green event.*



### **Green Tip #10.** **Skip Party Favours**

Party-favours are full of single-use plastics, and are often throw-away items designed for short-term use. Skip this wasteful tradition altogether, if you can.

Consider making a donation to a local charity, like [BurlingtonGreen](#), in lieu of party-favours.

If you must give out party favours, make them environmentally friendly, waste-free, consumable and/or practical; such as native seed packets, tree saplings, all-natural products, home-made baked goods, etc.



### **Green Tip # 11.** **Donate Leftovers**

Reduce food waste by arranging to have leftover food brought to a local shelter, soup kitchen or church group. Reach out to local organizations ahead of time to create a plan and ensure they can accept your leftovers.



### **Green Tip # 12.** **Share Your “Green Party Vision” with Guests Ahead of Time**

People are more likely to be open and supportive when they are given appropriate notice to prepare. This is especially true if it may impact how they would normally expect to celebrate, participate, give gifts, dress or travel. Encourage guests to wear what they have instead of buying new, or wear a borrowed, swapped or thrifted outfit.

*See the Addendum for suggested phrasing for your green event.*

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## **Still Looking for More?**

Find other Event Greening tips [here](#).

Learn more about zero waste living [here](#).

Give back and [make a donation](#) or [volunteer with us](#).

Sign up for our [Eco News](#) to learn more about green living, local events and more!

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## Addendum

### Phrasing for Sharing Your Green Vision

*Sharing your "green vision" is an important step in getting your guests on board. Use the below phrasing suggestions to offer guidance to your guests on how to prepare, participate and actively engage with your green event. Pick and choose the options most relevant to your event.*

[I am/We are] excited to let you know the [type of event] on [date/time] is going to be an eco-friendly event! [I/We] would really appreciate your assistance and cooperation in making it as green as possible.

So, what can you do to help with this?

The [event] will be outside, so please keep this in mind as you prepare for the day and dress accordingly.

If you are able to bike, walk, carpool or take public transit, that is even better!

[I/We] have a special prize for the "greenest guest".

Let [me/us] know if you have any questions or if you need some guidance on any green alternatives.



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## Phrasing for Your Invitations

*Explaining the event style in your invitations will help guide your guests for the day.*

*Use the below phrasing to offer guidance and set expectations for your guests.*

*Pick and choose which phrases work best for your special event.*

The [event/celebration] is going to be eco-friendly! What does this mean? [I/We] are aiming for it to be fully waste-free and low impact.

The [event/celebration] is waste-free, low impact and eco-friendly. Please leave your single-use plastics, packaging and wrapping paper at home this year.

The [event/celebration] is going green!

We love the earth, so keep it clean  
to help, [our/the] party is going green!

The [event/celebration] is outside, so please dress according to weather.

Please ensure your [contribution] is waste-free and in reusable containers.

### Special Requests Regarding Gift Giving:

Request for No Gifts:

- No gifts please
- Your presence is your present
- No presents please, just your presence

Request for Donations:

- In lieu of gifts, donations can be made to [insert organization]
- In lieu of gifts, please bring a [canned good, unwrapped book, etc.] for donation to [insert organization]