

EXHIBITOR DONATION PROGRAM

All exhibitors must abide to a Pack-In/ Pack-Out Policy and to leave your exhibit space as you found it when you arrived. However, if you have useful materials that you would like to donate after the show, Waste Expo has established a donation program with materials benefitting local charities. The program is run by Honeycomb Strategies in an effort to increase the sustainability of the event.

TO PARTICIPATE:

1. Fill out the donation form linked below with a description of all items you anticipate leaving for donation at show close.
2. All donations must be in like-new condition and must be approved on site at the show.
3. Materials we may accept, or decline are subject to the judgment of the donations team. If an item is not accepted for donation, exhibitor is responsible for properly disposing of the item or it will be considered abandoned.

Acceptable Items May Include:	Items we cannot accept may include:
<ul style="list-style-type: none">• Furniture• Samples of product• Tools, including display models• Plants and décor• Excess building or farming materials• Electronics or machinery• Unopened or non-perishable food	<ul style="list-style-type: none">• Marketing materials or branded swag• Signage• Flooring• Broken or damaged items, including items damaged during load-out.• Custom-built booths or displays.• Fresh, perishable or opened food.

4. Exhibitors are responsible for dismantling and packing their booths. Any donations not properly packed, not dismantled, not approved for donation, or abandoned will result in an additional charge to the exhibitor.
5. Some items may require removal fees for donation.
6. Exhibitors will be given "Hold for Collection" stickers. Please place this sticker on materials approved for donation.
7. Exhibitor understands that submitting this form does NOT confirm acceptance of items for donation. Approval will be ON SITE after review of items and their condition.

For questions on this process, please contact:
Rachel Maynard, **Honeycomb Strategies**
rmaynard@hcsustainability.com



FILL OUT THE DONATION FORM [HERE](#)