

## Exhibitor Sustainability Checklist



### Before the show

- Ensure your booth is designed so that its structure is able to be re-used year over year by either yourself or your contractors. Request sustainable options from GES.
- Create reusable, non-dated signs that can be used year after year
  - o Avoid foam core signs and request recyclable materials such as cardboard signage
- Select energy efficient, LED lighting and other equipment for your booth and be sure to power down your equipment at the end of the day.
- BYOF! – Avoid carpet and bring your own flooring, like puzzle foam flooring that can be reused at your shows.
- Order sustainable food and drinks for your booth. Consider catering options that include healthy choices, lean proteins and in-season, locally sourced ingredients.
- Reduce waste from food & beverage service by minimizing single-use plastics.
- Provide booth literature digitally rather than having printed items
- If you need to print, print responsibly by sourcing recycled or sustainably certified FSC paper and displaying the [logo](#) on your materials to inform customers.
- Support the neighboring community and economy by using local suppliers and small businesses.
- When purchasing promotional items:
  - o Consider the amount you order
  - o The environmental impact of the materials they are made from
  - o Whether they are useful giveaways that will be used long after the event is over
- For your travel and transport, choose the most sustainable option possible for your journey to and from the event.



### During the show

- Download the SupplySide East mobile app instead of taking a printed Show Directory.



- If you have carpet, protect it with non-reinforced visqueen.
- Stop by the SupplySide Education Theater and attend [7 education sessions focusing on the latest industry insights](#).
- Bring and use a refillable water bottle and coffee cup throughout the show. Water dispensers will be available throughout the Expo Hall.
- Break down your cardboard boxes and place them in in our designated recycling station located on the show floor.



### After the show

- Don't throw your lanyards and badges in the trash! Place them in one of the recycling bins at the end of the show.
- Share your learnings and sustainability efforts with us on social #SSEExpo.