

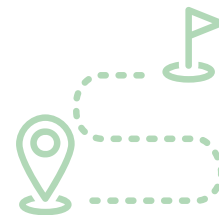
Your Guide to a Greener Event

CTC's Sustainability Solutions & Reflection Prompts

At Coast to Coast Conferences & Events (CTC), we believe that creating memorable events shouldn't come at the expense of our planet. This guide not only provides an overview of our sustainability solutions but also includes interactive prompts and exercises to help you actively plan greener events. Use this resource to learn, reflect, and take action toward a more sustainable event future.

SUSTAINABLE EVENT PLANNING FROM START TO FINISH

From the initial concept to the final execution, we offer expert guidance and innovative solutions that reduce environmental impact. Whether you're hosting a large conference or an intimate gathering, our team is committed to helping you make green choices every step of the way.



THINK "GREEN"

What are the top three sustainability goals you want to achieve with your event?

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Consider the areas of your event that could benefit from more sustainable practices.

- Venue Selection: Are there energy-efficient or green-certified venues you're considering?
- Décor & Materials: What sustainable materials can you incorporate into your event design?
- AV & Technology: Can you use energy-efficient or renewable-powered equipment?

If you need help defining these goals, please visit page 3 of this worksheet to brainstorm.



Source Eco-Friendly Vendors & Venues

One of the most impactful ways to reduce the environmental footprint of your event is by **selecting vendors and venues that prioritize sustainability**. We actively source eco-friendly partners, including caterers, transportation providers, and suppliers who share our commitment to environmental stewardship. Most importantly, we excel at sourcing venues that are certified green or have demonstrated a strong dedication to sustainable practices.

VENDOR SELECTION CHECKLIST

Check off the sustainable practices that you would like your event vendors to offer:

- Use recyclable or biodegradable materials
- Energy-efficient operations
- Local sourcing to selected venue to reduce carbon footprint
- Waste reduction and management strategies
- Commitment to social responsibility and fair labor practices

Source Eco-Friendly Vendors & Venues

At CTC, we don't just plan events—we partner with you to create experiences that leave a positive impact on both your audience and the environment. By choosing our sustainability solutions, you're not only reducing your event's environmental footprint but also sending a powerful message to your attendees about the importance of environmental responsibility.

We invite you to complete the [COLLABORATIVE PLANNING WORKSHEET](#) on the following page to outline your event sustainability goals & how CTC can support you in achieving them!

Creating Your Sustainable Event

Strategies for Sustainability at Conferences & Meetings



LET'S PRACTICE SOME CREATIVE THINKING TO INTEGRATE SUSTAINABILITY INTO YOUR NEXT EVENT!

Use this worksheet to outline your sustainability goals for your upcoming event and explore how CTC can support you in achieving them. By working together, we can ensure your event aligns with your environmental values and achieves meaningful impact.

1. What types of waste are typically generated at your events?

2. What are the major energy-consuming aspects of your event?

3. What materials and products do you use for your events?

4. What are the main sources of carbon emissions for your event?

5. How can your event positively impact the local community and support social causes?

DEFINE YOUR GOALS

Based on the above brainstorm, now consider your sustainability goals for your event. These should be specific, measurable, and aligned with your broader environmental objectives.

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