



Mecklenburg County
Special Events Recycling Toolkit Application

Name of Event _____

Date(s) of Event _____

Event Manager/Contact Person: _____

Event Address _____

Event Description/Type _____

Description of how recycling will be collected separately from trash, and further transported to a recycling center

Anticipated number of event participants: _____

Peak participant day and time: _____

Identification of the materials that will be recycled:

___ Plastic bottles ___ Aluminum Cans ___ Glass

Who will provide trash pickup for your event? _____

Who will provide recycle pickup for your event? _____

of food vendors _____

Do you have a special one-time alcohol permit? Yes No

Waste Reduction Equipment Request:

___ Number of Bags

___ Number of Recycling Container Frames

___ Litter Sticks

The County provides recycling training for staff and volunteers if requested:

Time and date for staff and volunteer training: ___:___ am pm ___/___/___

Time and date to pick up the equipment _____ by _____
Location Responsible Party

Time and date to return the equipment _____ by _____
Location Responsible Party

*The toolkit is located at **5841 Brookshire Blvd.** (Mecklenburg County Park and Recreation) and is to be picked up and returned at this address at pre-determined times.

A \$100 (one hundred dollars) refundable deposit is due 14 days prior to the event. If all items are returned in the same condition as they were picked up, the deposit will be refunded in full. Recycling frames (top and/or bottoms) returned dirty will incur a \$25 cleaning charge per container. Recycling frames (top and/or bottom) not returned will incur a \$50 dollar replacement fee per frame, automatically deducted from the initial \$100 deposit with the remaining balance billed to the responsible party as listed below. Equipment loan is not guaranteed until the application is approved and the deposit is paid. Equipment loan is subject to availability. All equipment is due back the next business day after the close of the event. Pick up and drop off is by appointment at 5841 Brookshire Blvd, Charlotte NC between the hours of 8 am and 3 pm.

Make deposit check payable to MECKLENBURG COUNTY.

"I certify that I am an authorized representative of the above organization, and that the above statements are true to the best of my knowledge. I and the organization I represent agree to be bound by all applicable regulations and policies. I and the organization I represent understand that any violation of any of these agreements will result in forfeiture of the deposit and immediate termination of the use of equipment. I and the organization I represent agree to indemnify, defend, and hold harmless Mecklenburg County Government, its employees, and volunteers against any and all claims, damages, losses and expenses, including legal fees arising out of or in any way associated with the event or use of this equipment."

Name _____ Signature _____

Mailing Address _____

Contact Phone _____ Day of the Event _____

Email _____

#	REC'D (signature)	ITEM	RETURNED (signature)	#
		Bags		
		A Frames		
		Tongs		

For Office Use Only

Date Application Received _____ Approved ____ Denied ____

Reason Denied _____ Applicant Notified _____ Date _____

Deposit received by _____ Date: ___/___/___

Deposit returned: Yes No (put reason in comment section below)

Application reviewed by (initial and date) _____ / ___/___

Post event follow-up:

amount of recovered Product:

Plastics _____ cubic yards
 Aluminum cans _____ cubic yards
 Glass _____ cubic yards
 Cardboard _____ cubic yards

Comments: _____

Mecklenburg County Solid Waste, Event Recycling
700 N. Tryon Street Charlotte NC 28202
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