

Have a Waste-Free Holiday Office Party!

Here's How:

Consider the 5Rs when planning or attending a holiday party:

**Rethink
Reduce
Repair
Reuse
Recycle**

Waste-Free Holiday Office Party Checklist:

Event Planning and Preparation:

- Provide or bring your own reusable plates, cutlery, cups/mug
- Bring your own cloth napkin instead of paper ones
- Avoid using disposables (such as plastic wrap, bags, foil) as much as possible



Decorating:

- Make your own decorations using materials that you already have
- Reuse or repair decorations that you already have
- Avoid using non-recyclable decorations and instead consider using natural ones (e.g. real plants)
- Avoid single use plastic tablecloths- go without or use a cloth one



Gift Giving:

- Make a homemade gift (e.g., make cookies, build a birdhouse)
- Give the gift of repairing broken items for your peers
- Have a gift swap to exchange unused items
- Raise funds to donate to a local cause
- Re-gift if you received something which you don't need but will be of value to others
- Share experiences (like tickets to a sports game, or museum) rather than a product-oriented gift
- Gift-wrapping ideas: reuse cloth, stockings, gift bags, tissue paper, boxes, and jars



Event Cleanup:

- Sort waste for proper disposal of organics, recyclables, and landfill
- Bring your own reusable containers or bags for taking home leftovers

