



Special Events

Recycling and Organics Collection Program

Application Form

Please provide us with 2 weeks notice of the location and the date of your event.

ORGANIZATION/GROUP INFORMATION *(Please print)*

Name of Organization/Group: _____

EVENT CONTACT INFORMATION

Contact Person: _____

Telephone Number: _____ Email address: _____

EVENT INFORMATION

Date of Special Event: _____

Name of Special Event: _____

Location of Special Event: _____

Number in Attendance: _____

COLLECTION INFORMATION

Which special event collection program are you applying for?: ☐ Recycling ☐ Organics

Indicate where to drop-off and pick-up the carts: _____

Date for drop-off (Monday to Friday only, including weekend events): _____

Date for pick-up (Monday to Friday only, including weekend events): _____

COMMENTS



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TERMS AND CONDITIONS *(Check circle icons to agree)*

- ☐ I acknowledge that the Organization/Group is responsible for placing the carts at the pick-up location indicated on this application form, for collection.
- ☐ I acknowledge that the Organization/Group is responsible for the carts provided (from the time of delivery, until time of collection) and agree to pay for all lost carts.
- ☐ I acknowledge that the Organization/Group is responsible for ensuring the recycling containers are not contaminated with garbage/non-recyclable materials and agree to pay disposal fees if contaminated.
- ☐ I acknowledge that the Organization/Group is responsible for ensuring the organic carts are not contaminated with garbage/non-organic materials and agree to pay disposal fees if contaminated.
- ☐ I acknowledge that the Organization/Group is responsible for ensuring that the organic carts are lined with certified compostable bags provided by the City.
- ☐ I consent to the disclosure of information listed on this form to a third-party waste collection company.
- ☐ I hereby certify that the information provided is true and accurate.
- ☐ I/We have the authority to bind this Organization/Group.

Organization/Group Contact Name (please print)

Applicant Signature

Date

RECYCLING: What goes IN

- Clean cardboard, pizza boxes and boxboard (remove plastics)
- Aluminum and steel food and beverage cans
- Cardboard cans
- Aluminum foil, plates and trays
- Aerosol cans
- Newspapers, magazines
- Catalogues and junk mail (remove plastics)
- Glass bottles and jars
- Plastic bottles, jugs, tubs, pails and trays (#1, 2, 4, 5, 6)
- Rigid foam packaging, containers and plates (#6)
- Plastic bags
- Non-treated paper bags
- Household papers
- Milk and juice cartons (remove straws)



Do not bag recyclables.
Place items loosely in the recycling carts.

What stays OUT: Chip bags, straws, plastic utensils, plastic candy/food bar wrappers, single serve creamers, zipper bags

Organics: What goes IN

FOOD ITEMS

- Fruits and vegetables
- Meat and fish products
- Cooled grease and fat
- Sauces and gravy
- Dairy products
- Breads and grains
- Baked goods
- Pasta and rice
- Eggs and eggshells
- Nuts and shells
- Coffee grounds/filters
- Tea bags

ON-RECYCLABLE PAPER PRODUCTS

- Paper muffin cups
- Freezer and waxed paper
- Tissues and napkins
- Paper towels
- Paper plates/cups
- Paper takeout containers
- Waxed cardboard
- Ice cream cartons
- Sugar/flour/potato bags
- Popcorn bags
- Soiled pizza boxes

SUBMIT FORM

This application can either be:

1) Mailed or hand delivered to:
Environmental Services Office
City of Greater Sudbury
1805 Frobisher Street, Sudbury ON P3A 6C8

2) Emailed to: wastemanagement@greatersudbury.ca.

Please keep a copy of this application for your records.