

Place food scraps collection containers next to trash cans.

Bases are available to place under the container to catch spills and provide extra stability if needed.

Recruit and train volunteers or staff.

Train volunteers and staff to set up and monitor containers. Show them how to set up containers, replace bags and where to transport the food scraps.

Choose a transfer method.

Decide how you will transfer the food scraps to a recycler. Here are three options:

- **1.** Ask if your trash or recycling service provider also collects food scraps for composting and can provide pick-up service at your event.
- 2. Transport your food scraps directly to:

The Mulch Store (operated by SET, Inc.) mulchstore.com/organics 952-946-6999

3. Drop them off at a Ramsey County food scraps collection site. Learn more at RamseyRecycles.com/FoodScraps.

Encourage your guests to recycle.

Let guests know through invitations, flyers or ads that foods scraps will be collected for composting. Post signage at the event to encourage participants to put their food scraps in a food scraps collection bin. The county can provide signs that attach to the collection containers. Communicate with your food vendors about the food scraps collection program and ask them to serve food in **BPI certified** compostable containers.

Thank you for collecting food scraps at your event! Use these green containers to collect food scraps, napkins and **BPI certified** compostable plates, cups and utensils.

+ Find additional ways you can green your event. Resources online at RamseyRecycles.com/EventRecycling



How to Set Up

Food Scraps Collection Containers



Stand facing one of the green frame's secure bag locks (the loops). Place one foot on the bottom rung to stabilize the frame. Insert empty green bag inside of the frame. Using two hands, pull approximately 6" of bag through the loop as shown. For best chance of visibility, be sure the printed side is completely facing one of the open ends of the frame (pictured on left).



Still using two hands, pull the bag 6" over the loop and toward the center, making sure to wrap it around the corners (pictured on left).

Let go of the end of the bag and grasp the bag as shown on the left. Pull down on it until it tightens around the corners. The bag will tighten around the loops so it cannot slip off. Repeat on the other side.



Press down on the green frame to extend to full opening width and attach lid. This will make the lid fit snugly.

TO REMOVE BAG: Raise bag slightly, unwrap the bag from the loops and slide it through the opening of the frame. Tie the top of the bag in a loose balloon-style knot to close. No heavy lifting required!

Arrange for pick up or drop off with a recycler or bring them to a Ramsey County food scraps collections site. See our website for details: RamseyRecycles.com/FoodScraps.

+ Remember:

Clean the green container lid and frame with a soapy rag or disinfectant cloth before returning it to Ramsey County Environmental Health.