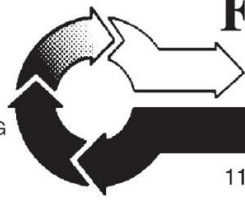


REDUCTION
RECYCLING
COMPOSTING
DISPOSAL



Franklin County Solid Waste Management District

117 Main Street., 2nd Floor, Greenfield, MA 01301 • (413) 772-2438 • Fax: (413) 772-3786
www.franklincountywastedistrict.org • info@franklincountywastedistrict.org

Compost & Recycling Equipment Loan Program

To promote recycling and waste reduction at special events held within member towns of the Franklin County Solid Waste Management District, the District will loan “bottles and cans” recycling collection containers, recycling bags, compost collection bins, compostable bags, and accompanying signage, at no charge to event organizers. The materials may be borrowed by event organizers or their designated representatives.

Terms and Conditions

1. Collection containers may be borrowed for the duration of the event only.
(Pick up and drop off a day or two before and after your event.)
2. Collection containers are to be used only for the collection of recyclable bottles and cans or compostables generated at the public event. All collection containers are to be properly fitted with a bag (provided by the District) to contain recyclables or compostables. Containers are not to be used for trash.
3. **The borrower will not use any tape on the bins or the signs, or write on bins or signs.** Collection containers are to be returned in the same condition as when borrowed.
4. Borrowers must make a **confirmed, weekday appointment time for pickup and return of equipment at our NEW event loaning location (NOT the old or new office; get directions from Amy).** Weekend hours are not available. If you are unable to keep your appointment time, you must call Amy to reschedule. To arrange a pickup and drop-off time, contact her at amy@franklincountywastedistrict.org or 413-772-2438.
5. **ALL EVENTS** must pay a **\$35 refundable deposit** by check. The deposit is due when the bins are reserved. A reservation sent online is not complete until we receive the deposit. We will return the deposit in person or by mail once the materials have been returned **and** we have confirmed that none are lost or damaged. If any equipment is lost or damaged, we will deduct the replacement cost from the deposit. If the loss exceeds the deposit, we reserve the right to charge an additional amount to pay for the replacement of lost/damaged items.
6. Collection containers are loaned on a first-come, first-served basis.

Please fill out and sign the form that follows.

The undersigned agrees to follow the terms and conditions for the use of containers borrowed from the Franklin County Solid Waste Management District. The undersigned also agrees to:

- be completely responsible for the care of borrowed materials;
- pick up and return all materials to the District (see Amy for bin drop off location);
- pay, in full, the replacement cost of any materials that are lost, stolen, or damaged beyond repair, or to cover the cost of replacement parts, for any and all reasons under any and all circumstances while the materials are checked out under my name and/or in my possession.
- return the materials at the agreed-upon date and time.

If composting: I agree to arrange details with District staff ahead of time, to NOT call compost facilities directly, and to monitor compost bins to reduce contamination.

I have read all of the above (both sides of page) and agree to abide by the stated terms.

Signature: _____

Name (print): _____

Phone number(s): _____

E-mail address: _____

Name of Event: _____

Location of Event: _____ Date of Event: _____

Comments: _____

AS PRE-ARRANGED WITH DISTRICT STAFF:

Pick-up date/time _____ Return date/time _____

Compost facility/drop off location: _____

Please mail this completed form and your refundable deposit check to:

FCSWMD, 117 Main St., 2nd Floor, Greenfield MA 01301

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www.franklincountywastedistrict.org

The District is an equal opportunity service provider.

Bins and signs pictured below (District does not loan trash cans). **Bins** are made of corrugated plastic and break down flat like a flattened cardboard box. **Signs** are 18" x 24". They are made of corrugated plastic and should be mounted on our 2-foot **metal stakes**. (For indoor events, or those on paved or hard packed surfaces, metal stakes can be inserted into **wood blocks**.)

Event Name: _____



FCSWMD does NOT provide trash bins.

Deposit Check # _____ Date rec'd _____
Name on check: _____
Date returned _____

Item	Quantity Requested	STAFF USE ONLY		
		Borrowed		Returned
Recycling bins + lids				
Recycling signs				
Compost bins + lids				
Compost signs				
Trash signs				
Metal stakes				
Wood blocks				
Clear bags				
Compost bags				

Initials: Borrower: _____
 FCSWMD: _____

After the event: If possible, we'd love to get your estimated totals of wastes, and/or a picture of your waste stations at your event.

Est. # of attendees: _____	_____ # of bags of trash (or # gallons _____)	Disposal cost: \$ _____
	_____ # of bags of recycling (or # gallons _____)	Disposal cost: \$ _____
	_____ # of bags of compost (or # gallons _____)	Disposal cost: \$ _____