



# “THE GREEN CHECKLIST”

## BOOTHS & VENDORS

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Use this checklist as a guide to help “green” your booth.

Vendors are encouraged to incorporate a minimum of three (3) best practices for their Green Long Beach Festival booth.

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### booth design

- PLEASE **NO STYROFOAM!**  
**VENDORS SERVING FOOD WILL BE PROVIDED COMPOSTABLE PLATES, CLAMSHELL CONTAINERS & UTENSILS AT NO CHARGE.**
- USE RECYCLED/REPURPOSED MATERIALS  
OLD TARPS, DROP CLOTHS, CHICKEN WIRE, VINTAGE TEXTILES, WOODEN CRATES
- USE REUSABLE MATERIALS  
DON'T CREATE SOMETHING THAT CAN ONLY BE USED FOR THE GREEN LONG BEACH FESTIVAL
- SIGNAGE & DISPLAYS  
USE CHALKBOARDS, RECYCLED CARDBOARD OR OTHER CHANGEABLE DISPLAYS
- USE NON-TOXIC MATERIALS  
I.E. NO-VOC PAINT AND ORGANIC TEXTILES
- NON-CONSUMABLE ITEMS  
SERVING FOOD OR GIVING SAMPLES? CONSIDER CERAMIC CUPS & PLATES AND WASHABLE UTENSILS

### outreach materials

- HANDOUTS/GIVE-AWAYS  
THINK ZERO WASTE! LIMIT PRINTING & CONSIDER ECO-FRIENDLY GIVEAWAYS
- PRINTING  
USE RECYCLED-CONTENT PAPER & SOY or WATER-BASED INK
- BAGS  
SELLING GOODS? ENCOURAGE/PROVIDE REUSABLE BAGS

### extra credit

- BRING YOUR OWN REUSABLE WATER BOTTLE
- CARPOOL /USE PUBLIC TRANSIT/ BIKE/ WALK TO THE EVENT
- USE LOCAL VENDORS/PRODUCTS
- OFFSET YOUR CARBON FOOTPRINT

**CASE STUDY: PORTOLA HANDCRAFTED COFFEE ROASTERS**

The booth design for Portola Handcrafted Coffee Roasters incorporated eco-friendly design elements in every aspect of their booth design and function - making this booth an excellent example for vendors who provide food/drink as part of their booth experience.

BOOTH DESIGN HIGHLIGHTS:**Booth Materials**

- Sample coffee served in ceramic cups, which were hand washed after each use.
- Brewed coffee stored in insulated thermoses, not kept warm via electric burners.
- Eco-friendly table covers made with recycled drop-cloths.

**Outreach Materials**

- Product information on display via laminated flyer – not handed out to each visitor.
- Business cards printed on 100% post-consumer recycled paper.

**Participant Action**

- Carpoled to event.
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**CASE STUDY: SOLAR SOURCE**

The booth design for Solar Source serves as an excellent example for booths promoting services/information, and was one of the only booths that incorporated a direct energy-saving practice – solar power!

BOOTH DESIGN HIGHLIGHTS:**Booth Materials**

- Copper wire used in place of plastic zip ties to secure tent cover. (Copper wire can be unwound and reused repeatedly)
- Tent cover is a recycled AT&T tarp, turned inside-out.
- Cell phones (and computer, which was not in use for the Green Long Beach festival) powered via solar-powered backpack.

**Outreach Materials**

- Signage printed on compostable material designed to last for 15 years.
- Business cards and flyers printed on 100% post-consumer recycled paper.

**Participant Action**

- Brought reusable, aluminum water bottles to the event.
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**CASE STUDY: BAG IT**

Though new to the green movement, the Bag It booth used creative repurposing and recycled materials to design their booth with sustainability principals in mind. This booth serves as a good example for booths selling goods/merchandise.

BOOTH DESIGN HIGHLIGHTS:**Booth Materials**

- Merchandise was hung using clothes pins attached to found/reclaimed chicken wire fencing, which was wrapped around the outside of the shade tent legs.
- Signage made out of recycled shirt boxes covered in fabric.

**Outreach Materials**

Business cards printed on 100% post-consumer recycled paper.