



**AMS Sustainable Event Certificate**

**Evidence Form**

# INTRODUCTION

Thank you for your efforts regarding the SEC thus far. Please present the proof of your sustainability efforts here, in the form of photos, emails, etc. to be eligible for the SEC.

Please add the relevant proof under the respective criteria for ease of organization. Use as much space as you require.

Thank you! We look forward to hearing from you soon.

## FOOD AND BEVERAGES

1. Limit meal to one meat item (1 point)

2. Vegetarian and/or vegan options

a. Fully vegetarian and vegan options must be available (1 point)

b. Fully vegan or fully vegetarian catering (5 points)

3. No red meat is served (1 point)

4. Food is sourced from within 100km (3 points)

5. Cutlery, plates and cups

a. All utensils, plates and cups are reusable (2 points)

b. All utensils, plates and cups are compostable (0.5 points)

c. Only tablecloths and cloth napkins must be used (2 points)

6. Excess food is donated after the event (4 points)

7. Only 5% of the total food ordered can be thrown away as food waste (1.5 points)

8. Extras

a. Hot beverages extras (2 points)

b. Food and condiment wrapper extras (1 point)

9. Compost all food waste (2 points)

## DECORATIONS

1. Additional environmentally friendly decorations (2 points)

2. Reusable decorations (0.5 points)

3. Paper decorations (0.5 points)

# PROMOTION

1. Paper free promotion (2 points)
2. Promoting the sustainable initiatives being undertaken (1 points)
3. Informing the guests of the schedule (1 point)

# LOCATION & TRANSPORTATION

1. Event must be within 200m of a public transportation route (2 points)
2. Public transportation route must be indicated before the event (1 point)
3. Holding the event within walking distance (10 minutes) of Union and University (1 point)
4. Having labeled compost and recycling bins with pictures of everything being served at your event (1 point)
5. Water Bottle refill stations (1 point)
6. Energy (LEED certified) (1 point)