



Special Event Recycling

Thanks to a Coca-Cola Recycling Bin Grant, the City of Winchester is the proud owner of 35 new free-standing recycling bins and now offers a special event recycling service. If you're planning a local event/large gathering, the City can now provide recycling bins prior to and recycling pick up service following the event.

To request use of the recycling bins, please complete the below form or contact Michael Neese, Recycling Coordinator, at 667-1815, ext. 1452.

Special Events Recycling Bin Request Form

Event Name (if applicable):

Event Type (check ONE only):

- Fair/Bazaar
- Social/Picnic
- Festival
- Sporting event
- Other, please specify:

Event Start Date:

Time:

Event Completion Date:

Time:

Event Location:

Estimated Daily Attendance:

Organization Name (if applicable):

Contact Person(s):

Contact Mailing Address:

Primary Contact Telephone:

Alternative Contact Telephone:

Email Address:

Fax Number:

How many City-owned recycling bins would you like to request (subject to availability)?

We recommend one container per 100 people or one container for each trash can.

Please read the statement below, check the box next to it, and contact the City's Recycling Division to confirm available equipment quantities and requirements.

- I wish to utilize the City's recycling bins at the above event. I understand that the equipment is to be returned to the City of Winchester's Recycling Division by the first business day after the event and that any loss or irreparable damage of any equipment due to negligence will be my responsibility. I also understand that a recycling pick up service is available to me following the event and that the logistics must be worked out with the City's Recycling Division prior to the event.

PLEASE PLACE A RECYCLING BIN NEXT TO EACH TRASH CAN.

Note: Bags will be provided to non-profits and City-sponsored events.