



UNIVERSITY OF ALBERTA

Facilities & Operations  
Website: [uab.ca/zerowaste](http://uab.ca/zerowaste)  
Email: [zerowaste@ualberta.ca](mailto:zerowaste@ualberta.ca)

# Indoor Bin Request Form

Instructions: Email the completed form to [zerowaste@ualberta.ca](mailto:zerowaste@ualberta.ca) at least 2 weeks prior to your event.

Group Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Mailing address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

## **Event details**

Event date(s): \_\_\_\_\_ Start & end time: \_\_\_\_\_

Building Name and Room Number/Location: \_\_\_\_\_

Expected# of attendees: \_\_\_\_\_ Will food be served? \_\_\_\_\_

If your event is multiple days, do you require bins to be changed during the event? Y / N

Please note that bin changes during your event may require additional fees.

### **Waste, Recycling, and Organics Bins**

Additional charges may be assessed by Facilities Services Partners if additional clean up work is required. Not sure how many bins you need? Please refer to [Tips For Reducing Waste at your Event](#) or reach out to [zerowaste@ualberta.ca](mailto:zerowaste@ualberta.ca).

\_\_\_\_\_ Mixed Paper (\$16)      \_\_\_\_\_ Organics (\$18)

\_\_\_\_\_ Recyclables (\$16)      \_\_\_\_\_ Landfill (\$20)

Want to earn recognition for your sustainability efforts? Consider having your event Green Spaces Certified! Visit [Green Events](#) for more information.

### **Billing Information** (please fill out one option)

Speed Code \_\_\_\_\_ Account Number \_\_\_\_\_

or, GAR \_\_\_\_\_

Student groups: don't have any of the above? Email [zerowaste@ualberta.ca](mailto:zerowaste@ualberta.ca)