



# Recycle Bin Loaner Program

## *Want to recycle and go green at your next event?*

The WasteNot Project provides an easy way to accomplish this goal with our Recycle Bin Loaner Program. Our loan program can help your organization promote recycling at events such as school activities, community gatherings, holiday celebrations, business conferences, fairs, and more.

- ✦ Our recycle bins are made of durable PVC pipe and disassemble for easy transport.
- ✦ There is no cost to rent the bins (unless damage or theft occurs).
- ✦ If you hold regular events and are interested in building a set of bins to serve your organizations needs we will be glad to assist you in accomplishing this.
- ✦ **The WasteNot Project has up to 50 bins available.**
- ✦ **You are responsible for providing clear bags for use with these bins.** The bins are designed to hold a 55-gallon bag (20" x 20" x 47"). We recommend bags from J2 Office Supply in Kalispell (752-8520; deliveries valley-wide); **Brand: Heritage RePrime, Item Number: H8053TCRC1**, Size: 3ft 4in x 4ft 5in, Quantity: 50 per box, Color: clear/translucent, Gauge: 0.9mil. (Note: this bag fits well on our bins, other similar sized bags may not.) If you do not need a full box, you can purchase bags from the WasteNot Project at a cost of \$0.66 per bag.
- ✦ Bins are reserved on a first come, first served basis. Call (406) 756-8993 for availability.
- ✦ Please complete and return the attached application. Contact The WasteNot Project at (406) 756-8993 to confirm pick-up and drop-off dates.
- ✦ We recommend that you place bins near every accessible trashcan for improved results.

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By completing and signing the front and back of this form

I, \_\_\_\_\_, (RENTER) agree on behalf of

(Event or Organization) \_\_\_\_\_

to the following terms and conditions, and to return the loaned number of recycle bins clean and in good condition by the date and time agreed upon.

Number of bins needed: \_\_\_\_\_ to collect what type of materials (e.g. plastics, metals):

\_\_\_\_\_

Date of bin pick-up: \_\_\_\_\_ Drop-off: \_\_\_\_\_



## Loaner Bin Terms and Conditions

1. The RENTER shall keep and maintain the rented equipment during the rental period. S/He shall keep the equipment in a good state of repair (normal wear and tear is expected).
2. The RENTER shall complete and return the Recycling Results Form completed when returning the equipment to allow us to measure the annual volume recycled.
3. The RENTER and WasteNot Project agree that the value of each bin is \$50.00.
4. The RENTER shall provide, upon signing the Rental Agreement, a credit card number at the bottom of this page as a security deposit for the value of the equipment. If RENTER returns the rented equipment to The WasteNot Project by the return date and in clean and good condition, The WasteNot Project shall destroy this security deposit information. If RENTER returns the rented equipment dirty or damaged, or missing parts, The WasteNot Project may charge the credit card for the costs incurred for replacement, cleaning and repairing damage.
5. The RENTER assumes all risks of damage to, or loss of, the equipment from any cause, and agrees to return it to The WasteNot Project in the condition received from the WasteNot Project, with the exception of normal wear and tear. The WasteNot Project or its agents will determine normal wear and tear.
6. If damaged equipment is returned, the WasteNot Project may require the Renter to either repair it to good working order, or charge the RENTER for the cost of replacing it. Any replacement becomes the property of the WasteNot Project.

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### Credit Card Billing Information

*(Will be destroyed after rental, subject to late fees, loss and damages)*

Cardholder's Name: \_\_\_\_\_

Credit Card Type: Visa ☐ Mastercard ☐ Discover ☐ Other ☐ \_\_\_\_\_

Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

CVC # (last 3 digits from back of card or 4 digits from face of card): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## WasteNot Recycling Loaner Bin Volunteer Responsibilities & Tips

1. Call, schedule and pick up recycling bins and all associated materials during normal business days/hours (M-F, 8:30-5) at 35 4<sup>th</sup> Street West in Kalispell. Our office phone is 756-8993.
2. Volunteer leaders need to complete a short training to learn how to set up and take down recycling bins, what can and cannot be recycled, and how to manage full bins during the event. We will provide you with a simple form to track how much recycling is collected at the event. To increase the recycling at your event, we can provide you a food vendor guide and survey to distribute. We can provide signs and handouts to promote countywide recycling.  
*(Note: for best result, get vendor guide to vendors as early as possible in the planning process so they can plan to use materials that are recyclable)*
3. You may want to bring some towels/rags for drying hands or wiping down equipment when packing up at the end of the day.
4. During the event check the recycling bins periodically and replace full bags with empty bags. Check bags for trash and items that are not recyclable and remove.
5. Make sure all of your volunteers are trained on how to safely remove covers from the recycling bins before they are given the task of emptying recycling containers (see handout on bin set up for this). All volunteers should be trained on what is or is not locally recyclable.
6. Take full bags of recyclable materials to a staging area identified for their storage. **You are responsible for getting this material to recycling centers and hauling these bags away at the end of the event.**
7. You are responsible for both recycling bin set up and take down. Bins **MUST** be disassembled and returned in the same compact package in which you picked them up. Please wipe down bins if wet or muddy as much as possible. Remove signs from bins, wipe dry, and return in stack for reuse at another event.
8. All bins, signs, extra bags, and event forms must be returned following the event to our office at 35 4<sup>th</sup> Street West in Kalispell. Office Phone: 756-8993. Our office hours are generally 8:30am to 5pm.

If you have problems contact Allison or Mayre at the WasteNot Project.  
Office: 756-8993 • Allison: 651-214-4838 (cell) • Mayre: 253-0872 (cell), 755-4521 (home)