

GREEN VENUE CHECKLIST

Venue.....
Address.....
Contact information.....
Website.....

environmental policies

What are the venue's environmental policies?.....
How are the employees trained to implement these policies?.....

facilities & efficiency

Has the building been certified as green by a third party? Which one?.....
.....
Can the venue accommodate both ceremony and reception (on purpose to minimize the carbon emissions)?.....
Do you use alternative sources of energy to make electricity? Which ones?.....
.....
Do you use geothermal power for cooling and heating?.....
Are there low-flow toilets and other water-saving devices in restrooms?.....
Are there any eco-friendly means to dry hands in restrooms, like cloth napkins, 100% recycled paper towels or low energy hand dryers?.....
Does the venue purchase environmentally responsible cleaning products?.....
Do you care how far away the products you buy need to be shipped? How far away the products you use come from?.....
Does the venue use sustainable couriers and transport?.....
What does the venue do to reduce energy use?.....
Is it possible to hold the wedding during the day to save on electric power?.....
Are there a lot of windows to let the natural light in?.....
Can windows be opened for natural ventilation?.....
Do you have energy-efficient lighting (for example, LED lighting)?.....
Is it allowed to use candles (candlelight)?.....
Do you use appliances carrying a label for energy efficiency (for example, Energy Star seal)?.....

recycling

What do you do with the garbage? Do you recycle?.....
What do you recycle? What is your diversion rate to landfill, recycling and compost?
.....

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Could we see the back of house areas where the sorting and recycling actually takes place?.....

Are you trying to get to zero waste?.....

food & drink

Has the kitchen of the venue been certified as organic by a third party? Which one?.....

Is the food made from local and seasonal products?.....

Who are your local farmers? Do they have heated greenhouses? Do they use pesticides and/or herbicides?.....

Does the fish come from sustainable fishery?.....

Is the food served in reusable tableware? If not, is the tableware compostable?.....

Is the coffee and tea you serve fair-trade?.....

Will the beverages be served from pitchers instead of individual bottles or cans?.....

Are the drinks you serve locally made and/or fair-trade (for example, locally made beer, Fair Trade wine or juice made from local seasonal fruits)?.....

Do you wash your own linens to avoid cleaning services that use bleach and other nasty chemicals?.....

Are your linens made from organic cotton?.....

Are napkins you use reusable or recycled and recyclable or compostable?.....

If composting is available, what can be composted?.....

What happens with leftovers? Can they be given for clients to take away in compostable containers or donated to farmers to feed to animals, for example?.....

accommodation

Is accommodation available at the venue?.....

If not, is there any accommodation available within walking distance?.....

Do you have in-room recycling?.....

If not, how is guest recycling handled?.....

Do you wash your own beddings and towels?.....

few extras

Could you connect us with local vendors of eco friendly goods (for example, organic flowers, bio-diesel-fueled limousines, organic cotton tablecloth and hemp napkins, organic soy candles, recycled glass containers, etc.).....

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{For outside venues:} Can you supply or help to source local vendors of bio-diesel -fueled generators or mobile solar power carts?.....

How many of your workers are natives?.....

Do you support local community?

Do you donate part of your fee to support environmental causes?.....

Do you landscape with native plants that don't need much water?.....

additional notes

Resources :

Books:

Green Wedding: Planning your eco-friendly celebration (by Mireya Navarro)

Articles:

Going green - South July 2010 (by nancy J. Wilson on www.meetingstoday.com)

Venue checklist (by Meegan Jones on www.greeneventbook.com)

5 questions to ask your venue (by Alice Boyd on www.stagingchange.com)