

# “Green” Hotels Association<sup>®</sup>

P. O. Box 420212, Houston, TX 77242-0212 Fax 713/789-9786 713/789-8889  
 www.greenhotels.com, e-mail: green@greenhotels.com

## Meeting Planner’s Questionnaire for “Green” Lodging Establishments

Item/Question	YES	NO	Example(s)
Does your property regularly purchase reusable and durable products?			
Does your property regularly purchase products that can be recycled?			
Does your property regularly purchase recycled products?			
Does your property have an in-house recycling program? If yes, what materials are collected for recycling?			
Does your property have a recycling program which allows guests to participate? If yes, what materials are included?			
Does your property recycle any other materials (linens, phone books, oil, pallets, batteries, etc.)?			
Will your property provide recycling bins for our meeting? Circle which materials we will have recycling bins for: aluminum, glass, newspaper, white paper, plastic, steel cans			
Will your property commit to seeing that the above items collected from our meeting are actually recycled?			
Does your property have a contract with a recycling hauler/s or business/es?			
Does your property donate, sell, or recycle old “durables” (i.e., furnishings, etc.)?			
Will your food and beverage services use reusable items such as cloth, glass, ceramic, etc. rather than disposable items such as styrofoam or plastic for our meeting?			
Will your property serve food buffet-style? One large plate? Without garnishes?			
Will your property use cream pitchers, sugar pourers and washable spoons rather than individual creamer and sugar packets, etc. for our meeting? Jelly servers rather than individual packets? Other?			
Will your kitchen purchase fresh rather than packaged produce?			
Are vegetarian or vegan menus available?			
Does your property purchase and serve beverages from a dispenser or in returnable refillable containers?			
Who pays for bottle deposits—the client or the property?			
Does your property donate leftover food to a local non-profit organization?			
Will you provide cloth rather than disposable table drapes for display tables?			
Will you provide meeting tables WITHOUT tablecloths?			
Does your property have props, decorations, foliage or centerpieces that we can use?			