



EVENT KIT USER AGREEMENT

As part of our goal to reduce waste, Central Vermont Solid Waste Management District (CVSWMD) offers event kits that contain reusable items such as dishes, utensils, glasses, mugs and napkins to residents and event organizers who live within CVSWMD's 19 member towns, or are holding events within the district.*

Terms and Fees

- Equipment is available on a sliding scale of \$15 - \$75. If you cannot afford to pay at least \$15 please contact the CVSWMD outreach team at: comments@cvswwmd.org or 802-229-9383 x115
- An additional deposit fee of \$25 will be returned when items are returned in good condition.
This should be in a separate check so we can destroy it after items are returned.
If event kit equipment is not returned, the \$25 deposit will not be returned and the user will be charged for the cost of replacing missing/damaged items.
- A late fee of \$50 per day will be charged to the user if the event kit is not returned by the date specified below. Please contact CVSWMD at least 7 days in advance if you need to schedule an alternative return time. comments@cvswwmd.org or 802-229-9383 x115
- Fees are due before picking up your event kit from the Additional Recyclables Collection Center (ARCC) at 540 North Main St, Barre VT.

Please examine items before use – some items may need to be washed. We do our best to make sure you get a clean event kit. However, we cannot assume responsibility for improperly washed items by previous users.

By signing this agreement, the user agrees to use the items in the event kit with care and respect, so that others may continue to enjoy it. It is the user's responsibility to make sure all items are returned:

- Intact (all original borrowed items, when possible replace lost or broken items with similar).
- CLEAN of food debris and residue –items must be washed properly. Please use our bin loan dishwashing station (free of charge) if you do not have a dishwasher or sanitizing area.
- Returned in their original containers – use the bins and wrapping that came with your collection to protect from damage during travel.
- On time (event kits must be returned within 7 days of pickup, on agreed upon return date (below).
Pick-up and return time should be arranged with CVSWMD staff in advance.

By signing below, the user agrees to the above requirements for using event kit. Please mail/email to: CVSWMD 137 Barre St, Montpelier VT 05602 or comments@cvswwmd.org.

Use fee amount: \$ _____ Check number: # _____

Name

Signature

Pick-up date:

Return Date:

Contact phone number: _____ Alternate contact & phone number: _____

**CVSWMD Member Towns: Barre City, Barre Town, Berlin, Bradford, Calais, Chelsea, Duxbury, East Montpelier, Fairlee, Hardwick, Middlesex, Montpelier, Orange, Plainfield, Tunbridge, Walden, Washington, Williamstown, and Woodbury.*

Write in number of bins/items to be borrowed:

	# of Items	# of Bins (CVSWMD will fill out)
Dinner Plates (240 total)		
Small Plates (200 total)		
Forks (300 total)		
Knives (200 total)		
Table Spoons (75 total)		
Teaspoons (160 total)		
10 oz. Glass Tumbler (215 total)		
8 oz Mason Jars (55 total)		
Mugs/teacups (39 total)		
Tablecloths (10 total)		
Napkins (45 white, 95 off-white total)		
Dishwashing Station (3 total)	N/A	

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