

# Borrowing Event Signs

We want to help you achieve WASTE ZERO at your event! Our large event signs (pictured to the right) can be inserted in our events carts to help attendees know what goes where. Please fill out this form completely to borrow our event signs and a Recology employee will coordinate further details with you.



Alternatively, feel free to print our event signs yourself. You can find the designs at [Recology.com/RSMEvents](http://Recology.com/RSMEvents) or our sorting posters at [Recology.com/RSMResources](http://Recology.com/RSMResources) to provide guidance for event staff, vendors, and volunteers.

**EVENT NAME**

**EVENT DATE AND TIME**

**EVENT ADDRESS**

**ORGANIZATION NAME**

**CONTACT NAME**

**CONTACT PHONE**

**CONTACT EMAIL**


TYPE OF SIGN	QUANTITY	PICK UP DATE	RETURN DATE

**NAME ON CREDIT CARD**

**CREDIT CARD #**

**EXPIRATION DATE**

**CVV CODE**

**BILLING ADDRESS**


You are responsible for picking-up and returning these signs. If we do not receive the borrowed signs by the Friday following your event, **we will charge \$20 per sign** to the credit card on file. Please sign below acknowledging this understanding.

\_\_\_\_\_  
Print First and Last Name

\_\_\_\_\_  
Sign First and Last Name