

REDUCED WASTE CONFERENCE



As Monterey's first and only U.S. Green Building Council's LEED® Certified Hotel, we are proud to offer meeting and event planners the opportunity to create sustainable and eco-friendly meetings. We take pride in our environment and do our best to support the green efforts of the community as well as implement eco-friendly initiatives at the Portola Hotel & Spa.

Reduced Waste Conferences are available for conferences and events held at the Portola Hotel & Spa for up to 900 attendees.

We are as dedicated to the environment as we are to your business. A successful Reduced Waste Conference requires a commitment from the Portola Hotel, the meeting planners, and attendees of the conference.

Portola Hotel & Spa Reduced Waste Conference Commitment

- Create awareness about the Reduced Waste Conference to attendees through Passkey/Group Reservation System and key packets at check-in
- Environmentally friendly vendor and exhibit company suggestions
- Source organic and sustainable ingredients from local farmers and vendors throughout Monterey County and keep compost on the farm (reduces carbon footprint)
- Utilization of china, glassware, and silverware replacing the use of to-go cups
- Track daily waste diverted by the Kitchen, Housekeeping, and Banquet departments
- Composting of pre and post-consumer waste
- Additional assistance provided by Banquets to separate recyclable and compostable materials from going to the landfill
- Post-meeting recap including waste diverted from landfill, list of local farmers and purveyors where food was sourced, and carbon footprint analysis to be provided via email by the Catering & Conference Services Manager

Meeting Planner Reduced Waste Conference Commitment

- Confirm menu selections with your Catering & Conference Services Manager 14 days prior to conference start date to allow for proper selection and purchase of products
- Use of biodegradable badges and conference materials or reuse badges offering an opportunity to return conference badge for future use
- Use of audio-visual equipment for presentations opposed to printed handouts
- Educate and encourage attendees to participate in sustainability practices while at the conference (reusable water bottles)

