

## Manager, Student Inform

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**From:** Inform  
**Subject:** EM: CMC GreenWare Checkout Program Launch

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### Introducing the new GreenWare Checkout Program!!

Hosting an event? Getting together with co-workers and friends? **ASCMC's Environmental Affairs Committee has set up a reusable dishware checkout service that all CMC students, staff, and faculty can use for free!** The goal of the program is to reduce the amount of single-use disposable dishware we throw away on campus and save you money.

How does it work?

1. **Choose your kit:** We have 100 plates, 100 bowls, 100 cups, 100 sets of utensils (fork, spoon, knife) and compost bins available.
2. **Request your kit:** At least three business days (the earlier the better) before your event, [fill out this form](#) to request your kit.
3. **Use your kit:** Use the GreenWare at your event. When you're finished, place everything back in the bin that the GreenWare came in -- no need to clean! (We will take care of that.) Be sure to count the items when you return them though; you will be charged for any missing or damaged items.
4. **Return your kit:** Within one business day after your event (or as coordinated with the GreenWare manager), return your kit. We will clean everything for you!

And that's it. Please share the news with your colleagues! We look forward to your use of the new GreenWare!

Have questions or want more info? Email [ppark21@cmc.edu](mailto:ppark21@cmc.edu)

Sustainably yours,  
The ASCMC Environmental Affairs Committee

ASCMC ENVIRONMENTAL AFFAIRS

# CMC GreenWare Checkout

Free reusable diningware rental  
for CMC students, staff, & faculty!

01

EMAIL AT LEAST 3  
DAYS BEFORE  
YOUR EVENT FOR  
GOOGLE FORM  
REQUEST

02

PICKUP  
GREENWARE &  
USE FOR YOUR  
EVENT!

03

DROP OFF USED  
GREENWARE AT  
COLLINS AT  
SCHEDULED TIME

For more information/request rental:  
[ppark21@cmc.edu](mailto:ppark21@cmc.edu)