Environmental sustainability is one of Elon University’s top priorities. Many students respect the values of this concept but do not know how to take personal action in contributing to the efforts. This document is designed to empower student groups to make eco-friendly choices. Making simple changes in the activities of on-campus organizations can help lessen our environmental impact. Try some or all of these great tips!
Promotional Items

Student organizations are encouraged to purchase items that are produced using organic, recycled, renewable and/or reusable materials. In addition, seek out local and/or environmentally friendly vendors when possible.

Steps to Ordering Sustainable Merchandise

1. When contacting potential vendors, ask what products meet the sustainable criteria described above.
2. Don’t be afraid to ask about a vendor’s environmental practices.

If your organization would like help with identifying potential vendors that are local and/or have more environmentally friendly options, contact the Purchasing Department at (336)-278-5580.
Advertising

Student organizations are encouraged to use alternative media to promote events.

**Table Tents**
Table tent ads can be submitted to Elon’s Dining Services [online](#) or by calling (336)-278-5333. These must be submitted a week before you want to see the ad on the tables.

**Social Networking and E-Net**
Utilize social networking websites, such as Facebook, Twitter, etc. Information can also be posted on E-Net’s Student Center.

**Digital Signage in Moseley**
Instructions for digital ads can be found on the Moseley Campus Center [homepage](#).

**Pendulum Ads**
Email pendulumadvertising@elon.edu or call (336)-278-7247 to learn the rates, sizes and requirements for ads. Students receive a 35% discount, 15% for campus organizations and 15% for non-profit organizations. Ads must be submitted by 5 pm on the Monday before publication (weekly on Wednesdays).

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**When print is necessary**

If printing is necessary, students are reminded to use recycled and/or recyclable paper.

Printers on campus use 50% recycled content paper. Select locations on campus offer 100% recycled content paper upon request.

Media Services outsources its printing to OfficeMax: be sure to request recycled content paper.

[Print Services](#), located at Elon West, 406 W. Haggard Ave, has recycled content paper and paper with environmental certifications. Be sure to request recycled content paper for your print jobs.

Also, please remember to remove and recycle flyers after your event.
Events and Meetings

- Consider holding your meetings/events in Lindner Hall when possible. This is the first building on campus to receive a green building certification, a LEED Gold rating from the US Green Building Council.

- Having events outside is even better! The Academic Pavilion makes for an excellent meeting location.

- Please turn off all lights and electronic equipment after the meeting is finished.

Food

Consider the following sustainable options:

- Locally grown/produced foods whenever possible, and label them as such

- Organic foods

- Fair Trade products, such as coffee, chocolate and tea

- Avoid individually packaged products such as single serving chip bags or beverage cans/bottles

Sustainable Kitchenware includes:

- Washable/reusable kitchenware (if not possible, use biodegradable kitchenware)

- Use cloth tablecloths and napkins (if not possible, make sure paper products are made from recycled materials)

Waste

- Provide recycling bins in addition to garbage receptacles.

- Encourage people to take home leftover food or donate unopened items to a local food bank.

- Always try to generate as little waste as possible.

Encourage organization members to take the Sustainability Pledge and decrease their environmental impact.