



10 Helpful Hints for Eco-Friendly Meetings

Minimizing waste

1. Make more use of electronic communications rather than paper; for instance, issue the meeting notifications by email. *Our Stargroup system is the perfect tool for use in this context, feel free to contact us to find out more.*
2. Calculate the quantities ordered and the supports produced in order to cut waste to a minimum.
3. Use recycled or reusable materials whenever possible: badges, stands, kakemonos, bags, etc. can be produced using ecological or reusable materials.



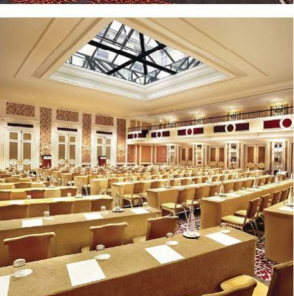
Think, print better and print less

4. Optimize your printed documents by choosing conventional formats to limit ink quantities and paper offcuts, use recto/verso printing, reduce blank spaces, avoid colored backgrounds, etc.
5. Use local printers for the documents you need for your meetings, limiting the transport, and use service providers with the "Imprim-vert" (green practice) label. You can also replace printed documents with a CD-ROM (which can hold the equivalent of 500 kg of paper). *Feel free to contact us for details of service providers capable of meeting your requirements.*
6. Do you need notepads for everyone? Let us know if you do not need paper provided for all the participants. We will make some available in the meeting room in case they are needed.



Energy consumption

7. Encourage more environmentally friendly travel by providing useful information in the meeting notices and with the invitation. The use of public transport or car sharing helps avoid the use of single person cars and thus reduces pollution. *We can provide details of companies that offer transfer services using hybrid vehicles.*
8. During the event, remember to turn off the lights when leaving rooms, turn off the video-projectors and other devices when no longer in use. *Our hotels are constantly striving to reduce their carbon footprints, please help us achieve this objective.*



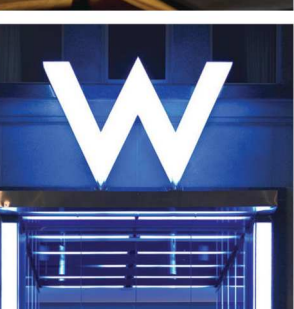
Catering

9. Eat locally and seasonally: our five chefs offer you menus that consist of ingredients sourced within 200 km of Paris. A positive for the environment but also an opportunity to discover the men and women who breed and grow the best products in our regions. *"100% local" group menus and daily delegate offers are available in all our Parisian hotels.*



Information and Awareness

10. Make your guests aware of your environmentally friendly approach and encourage them to adopt the same stance. This also applies to your partners, service providers and everyone else involved in organizing your event.



For more information, please visit meetinginparis.com/environment