### Hotel Sustainability Summary

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- The hotel has achieved an additional sustainability label or certification such as Green Key, LEED, ISO 14001, ENERGY STAR, a national, provincial or state green lodging designation or another third party verified program and is currently in good standing with the program(s).
- Hotel’s energy usage is tracked on a regular basis (at least quarterly).
- At least 75% of lighting is energy efficient (LED or CFL) in guest rooms, public areas and back of house.
- Is a percentage of the hotel’s total energy use provided by renewable energy? (either onsite generated or purchased offsets, including RECs)
- Carbon offsets or renewable energy certificates are purchased.
- All guestrooms have digital thermostats with operational or technical procedures in place for energy-efficient settings.
- At least 90% of guestrooms have low-flow showerheads (2.0 gallons per minute)
- At least 90% of guestrooms have low-flow faucets (1.5 gallons per minute)
- At least 90% of guestrooms have efficient toilets (1.28 gallons per flush, dual flush, or composting toilets)
- If you have metering faucets (auto faucets), do they meet a minimum standard of water use of 0.25 gallons per metering cycle?
- Kitchen and janitor sink faucets must meet a minimum standard of water use of 2.2 gallons per minute.
- The Hotel must provide clearly marked recycling containers in common areas including lobby, unless the Hotel sorts and recycles its waste back of house.
- The Hotel must provide clearly marked recycling containers in guest rooms for the duration of the event.
- Hotel housekeeping staff must be instructed to shut blinds or curtains and turn down the heat/air conditioning and turn off lights during the day in rooms while conference Attendees are not in their rooms.
- Hotel housekeeping staff must be instructed NOT to replace consumable amenities daily unless they are gone. Use of soap and shampoo dispensers instead of individual amenity containers would be optimal.
- Leftover used soaps and bottled amenities are donated to a charitable organization, either local or global.
- Hotel has a towel reuse program in place that includes housekeeper training and periodic checks.
- Hotel has a linen reuse program in place that includes housekeeper training and periodic checks.
- If YES to linen reuse, linens are changed every 3 days by default except upon guest request or check-out.
- The Hotel must use bathroom papers that contain a minimum 20-30% post-consumer recycled content fiber.
- Guestroom cleaning materials and products meet the requirements of Green Seal, EPA, Environmental Choice, or other established standards.
- For events booked in the hotel for Greenbuild, catered events must use cloth napkins, whenever possible. If paper napkins are required – then the napkins must be made of post-consumer recycled paper.
- For events booked in the hotel for Greenbuild, catered events must use glass or china (non-disposable) catering plates, cups and glasses.
- NO polystyrene (#6 plastic) must be used under any circumstances in any venue in the Hotel.
- For events booked in the hotel for Greenbuild, catered event condiments must be served in bulk containers, not individual servings, eliminating wasteful packaging. Condiments to be served in bulk include, but are not limited to, sugar, creamer, butter, cream cheese, etc. (exception: sugar substitutes may be served in individual servings).
- The Hotel must donate all appropriate leftover food to a local food bank, if this is not an option per local health regulations, food should be offered to employees.
- For events booked in the hotel, the hotel must offer locally grown, organic options in food and beverage.
- Food scraps are composted.
- A green team is in place at the hotel and meets at least quarterly.
- Staff training is given at least once a year on understanding and implementing green practices (both FOH and BOH).
- Information is provided for guests on your property’s green practices.
- Newspapers are NOT delivered automatically to the guestrooms; but will be available in lobby or central guest floor areas when provided, unless part of a brand standard for preferred guests.
- Electronic (paperless) check-in and check-out is offered to the guest upon arrival or is the default practice (paper bills only provided upon request).
- An incentive program is offered for guests for canceling or decreasing house keeping service during the stay.