Electronic Collection Event Summary

Day/Date/Time of event: _____ Sponsoring organization: _____
Grant Award: $_____Location: _____
Main contact person: _____ Email: _____
Telephone: _____ Fax: _____
General Description of event:_____
_____
_____
_____

Recycling service provider used: _____
Population of area served: _____Event duration: _____/hours _ # of cars/people: _____
Household participants: _____ # Business participants: _____ # Pounds collected: _____
Amount collected from participants: $_____ Amount collected from sponsorships: $_____
Value of in-kind donations other than volunteer time: _____

Paid staff: _____ # Planning hours: _____ # Hours at collection event: _____
Volunteers under age 18: _____ # hours volunteered by under age 18 group:_____
Volunteers ages 18 and older: _____ # hours volunteered by 18 and older group:_____
Exit survey used? Yes/No Attach survey summary

Types of advertising/marketing used:_____
_____

Event analysis
Did your vendor live up to your expectations? If not, why?

Was your marketing of the event adequate? How did most people learn of your event?

Was the event venue adequate? Would you have an event there again?

Did you have enough volunteers and paid staff for the event?

If you were to have another collection event, what would you do differently?

Will you sponsor another e-scrap collection event in the future if funding is available? Without funding?

Would you support legislation that requires the retailer and/or manufacturer to pay for the cost of safe recycling and disposal of these electronic products?

Attach additional sheets if needed. Please attach photos of your event. Thank you!