

## Are you an Exhibitor or Show Organizer with donations?

The Javits Center's Javits *Cares* program donates items left behind by events to community groups who distribute the items to New Yorkers in need.

We accept *most* items, however, **certain materials such as carpet, vinyl**, and perishables (including perishable food and/or cut flowers) require advanced planning.

 Please email <u>iheard@javitscenter.com</u> if you are interested in donating these items; we cannot guarantee a donation outlet for materials such as carpet and vinyl but we will try our best to accommodate you.

## If your donation does not include the aforementioned items, read on!

First, please answer the following questions.

- 1. Are you unable to reuse this item at your future events?
- 2. Is your item in good condition? In other words, would you put in your living room?
- 3. If it's a breakable item (such as ceramics, glassware, or electronics), will you pack it safely and securely?
- 4. If it's an electronic or multi-part furniture item, will you include all necessary components so it can be successfully reused?
- 5. If it's food, is it shelf-stable (non-perishable)?
- 6. If it's a plant, is it potted for easy transport?

## If you can answer YES to ALL the above questions, <u>take some</u> <u>JavitsCares stickers from the Exhibitor Solutions desks and label</u> your donations. You're all set.

Our cleaning teams will ensure that the items are stored for donation, and our Sustainability Team will ensure that they are picked up by local nonprofit organizations in a timely manner. For more information on the Javits Center's sustainability initiatives, visit javitscenter.com/en/sustainability/.

## Thanks for donating through Javits Cares!