

## 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.

## First, please answer the following questions.

- 1. Are you unable to reuse this item at future events?
- 2. Is your item in good condition? In other words, would you put it 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 a sheet of</u> <u>JavitsCares stickers from the Exhibitor Solutions desks, label your</u> <u>donations, and leave them at your booth.</u> 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/.

## Thank you for donating through Javits Cares!