

Event Sustainability Evaluation Findings

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Sustainability Findings for [Event Name]

Dear [Recipient's Name],

We are pleased to present our findings on the sustainability efforts and impacts for the recent [Event Name] held on [Event Date]. Our evaluation aimed to assess the effectiveness of the sustainability initiatives implemented during the event. Below are the key findings:

1. Waste Management

The event successfully diverted [X%] of waste from landfills through recycling and composting initiatives.

2. Energy Use

Utilization of renewable energy sources resulted in a reduction of carbon emissions by [X tons].

3. Transportation

An estimated [X%] of attendees used public transport or carpooling, significantly lowering the carbon footprint associated with travel.

4. Local Sourcing

Food and supplies were sourced from local vendors, supporting the local economy and reducing transportation impacts.

5. Participant Engagement

Surveys indicated that [X%] of participants appreciated the sustainability measures and would like to see more initiatives in future events.

In conclusion, the [Event Name] showcased significant strides towards sustainability, and we recommend continuing these practices for future events to enhance their impact.

Thank you for your attention to these findings. We look forward to discussing them further.

Best regards,

[Your Name]

[Your Position]

[Your Organization]

[Contact Information]