



# Water Canteen Borrow Program

## *For Public Event Planners in Salem and Beverly*

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### Checklist

Public event planners in the cities of Salem or Beverly, Massachusetts can borrow up to five 7-gallon water canteens to minimize or eliminate plastic water bottles generated by their events!

**Reduce the number of plastic bottles that fill landfills, choke streams, and degrade oceans with the Water Canteen Borrow Program.**

The Water Canteen Borrow Program by [Citizens for Salem/Beverly Water Resources](#), a group composed of local public officials and environmental advocates, was made possible by a 2010 New England Grassroots Environment Fund grant and hosting by First Universalist Society of Salem.

1. Make your reservation at least 14 days in advance on the [online reservation system](#).
2. Pick up your water canteens on the approved date. Pick up and drop/off times are generally Tuesdays - Fridays from 8 a.m.-1 p.m. Bring a check deposit (uncashed) of \$50 per 5 canteens bin or \$10 for each canteen borrowed. Make your check payable to Salem Sound Coastwatch. Please bring a self-addressed, stamped envelope along with your check.
3. Place water canteens on a stable surface and monitor their condition throughout your event. Water must be consumed within 48 hours, per order of the Board of Health. Water may be refrigerated and you may add store-bought ice to the canteens prior to your event.
4. Post-event, excess water could be used for house plants and in gardens. Please calculate your needs carefully. Each 7-gallon canteen holds 112 8 oz. cups and you should estimate your needs based on the number of event attendees, length of the event, weather, and other factors. A recent 4-hour, 175-person event consumed 17 gallons. Weather was warm/mild.
5. Canteens should be wiped down with water. You may use castile soap, white vinegar, or other phosphate free, non-toxic, water-safe cleaner only **on the exterior**, if necessary.
6. All canteens must be returned undamaged and sanitized on site upon return. Sanitary tablets and a Board of Health approved sink are provided. Un-cashed checks are then returned within 10 days. You must follow pick-up and drop-off instructions sent by e-mail to comply with Board of Health requirements.

