

## Event Services

221 Squires Student Center (0138)  
540.231.5005  
campuscommons@vt.edu



STUDENT AFFAIRS  
STUDENT ENGAGEMENT  
AND CAMPUS LIFE  
VIRGINIA TECH.

# Color Event Guidelines

1. Submit a Campus Common Space Request form and a Color Event Request Form to the Event Services.
2. Prepare the associated materials (Location Map, Pollution Mitigation Plan).
3. Submit the aforementioned documents to Katelyn Kast, Site & Infrastructure Development (katelyn5@vt.edu).
4. Ms. Kast and members from Site & Infrastructure Development will work to provide feedback and revisions to the documents provided.
5. Upon approval from Site & Infrastructure Development, the Event Services, Site & Infrastructure
6. Development, Virginia Tech Police Department, Rhino, etc. will meet with event sponsors on site to discuss disposal procedures, set-up, and any other location concerns.
7. Staff from Site & Infrastructure Development will be on site for the duration of the event to ensure proper implementation of the Pollution Mitigation Plan.

## Pre-Event Requirements for All Color Events

- Events must be held on pervious/flat areas away from watercourses, storm drains, and stormwater ponds. Cordon off all areas where colored material is used. Tarp and contain all areas where colored material is used.
- Submit a location map of the event. Outline all utilized routes/areas, including disposal areas. Note any watercourses, storm drains, or construction sites with potential to receive runoff from the event. (Events must be held >100ft from waterways. Colored material is only permitted >100ft from waterways.)
- Submit a Pollution Mitigation Plan that includes a full material list, clean-up/ proper disposal locations and procedures and runoff control measures including storm drain protection and erosion mitigation measures.

## Dye Ingredients

- Request a copy of the dye product's Material Safety Data Sheet (MSDS) from the manufacturer or supplier.
- Review the MSDS for potential safety and environmental hazards, email a copy to The Event Services and include a copy with submittal of the Color Event Request Form as well as the Pollution Mitigation Plan.
- The terms "Biodegradable" and "Soluble" do not mean that the substance will not impact local waterways. The colored material may harm aquatic organisms by altering water quality as well as the natural biological and chemical systems of waterways.
- All dye information should be included in the Pollution Mitigation Plan.

## Small Scale Events (1,000 attendees or less)

- Location map and Pollution Mitigation Plan must be submitted to Site & Infrastructure Development (katelyn5@vt.edu) 30 days prior to the scheduled event for revisions and feedback (if a reservations is made through Event Services, all documents should be submitted to that office, and will be forwarded to Site & Infrastructure Development).

## Small Scale Events (1,000 attendees or more)

- Location map and Pollution Mitigation Plan must be submitted to Site & Infrastructure Development (katelyn5@vt.edu) 60 days prior to the scheduled event for revisions and feedback (if a reservations is made through Event Services, all documents should be submitted to that office, and will be forwarded to Site & Infrastructure Development).
- Large scale use of colored material, 1,000+ attendees, or a race event may require the use of industrial cleaning services and disposal of wash water down sanitary drains – as determined by Site & Infrastructure Development.

## Post-Event Clean-Up Requirements

- All clean-up and disposal procedure information should be included in the Pollution Mitigation Plan.
- Do not use hoses or pressure washers to rise excess dye off of tarps, sidewalks, or paved areas.
- Fold all tarps carefully to contain the colored material.
- Dispose of tarps and other impacted material in a covered dumpster approved prior to the event.
- Use broom, absorbent pad, or street sweepers to clean up impervious areas. Utilize an environmental and industrial cleaning service if deemed necessary by the even size and provide proof of contract before the event. Verify sanitary dumping station for wastewater prior to the event.
- Site & Infrastructure Development and Environmental Health & Safety may provide guidance on clean-up requirements and procedures and will be present at the event to oversee implementation of the Pollution Mitigation Plan.
- Report to Environmental Health & Safety if any colored water enters a stream or storm drain.

Last Updated:  
07/19 SS