

Visit www.richmond.gov.uk/gogreen for more tips

- Switch off all lights and appliances when not in use. A photocopier left on overnight wastes enough energy to make 5300 copies. For every degree that you turn your heating down you can save 5-10% on your heating bill.
- Recycle and reuse waste. Use scrap paper for notes and keep used envelopes for internal mail. Donate unwanted materials, furniture and equipment to be reused.
- Fix leaks and reduce consumption by monitoring water use and using water saving devices in toilet cisterns. A tap dripping two drops a second could waste nearly 10,000 litres of water in a year.
- Reduce car travel by implementing travel plans, car sharing and bike pools.
- Buy recycled, fair trade and ethical products. Create a green purchasing policy.
- Develop an Environmental Management System for a strategic approach to sustainability, and keep your staff informed of financial and environmental opportunities and successes.

Money saving actions for your business...

Business registration form

Please fill in the details below or apply online at www.richmond.gov.uk/gogreen.

Contact name _____

Job title _____

Name of Company _____

Address _____

Address _____

Town _____

County _____

Post code _____

Telephone _____

Email _____

Type of business _____

Turnover _____

Number of staff _____

Number of sites (in Richmond upon Thames) _____

Number of sites (not in Richmond upon Thames) _____

Name of site _____

(NB. Businesses can apply for the accreditation per site)

Please return your completed Merit application to:
Go Green Richmond upon Thames AWARDS
c/o Sophie Maqsood, Sustainability Unit,
44 York Street, Twickenham, TW1 3BZ



Printed on 100% recycled paper



www.richmond.gov.uk/gogreen or call 020 8891 7332

To find out more about Go Green Richmond upon Thames green purchasing and more, visit www.richmond.gov.uk/gogreen or call 020 8891 7332

and legislative compliance. The more you get involved the more your business will benefit from cost savings, good publicity, staff motivation and the support it can provide on energy saving, waste management, water saving, sustainable travel and green purchasing and more, visit www.richmond.gov.uk/gogreen or call 020 8891 7332

Go Green Richmond upon Thames is financed by Richmond Council so the services on offer are free. The more you get involved the more your business will benefit from cost savings, good publicity, staff motivation and legislative compliance. To find out more about Go Green Richmond upon Thames green purchasing and more, visit www.richmond.gov.uk/gogreen or call 020 8891 7332

Sign up for FREE business support and accreditation to achieve and recognise improvements in your business' environmental performance

gogreenrichmond

UPON THAMES



www.richmond.gov.uk/gogreen



LONDON BOROUGH OF RICHMOND UPON THAMES

Go Green Richmond upon Thames recognises good practice through a three-tiered accreditation scheme.

If you can enter at least one activity for each of the environmental impacts below to show that you have started to reduce your impact you will qualify for a Go Green Richmond upon Thames Merit Award.



By registering for a Merit Award you will automatically receive updates from Go Green Richmond upon Thames about environmental opportunities that your business can get involved in.

To help your business achieve the Merit Award we will undertake an environmental review to provide you with tips on further actions and identify tailored support for your business.

After you have had a site visit and your application has been checked to ensure your business qualifies, you will be sent your certificate and window sticker for you to display your Merit Award.

Want to go greener?

Once you have qualified for a Merit Award you can apply for Advanced and then Exceptional!

An Advanced Go Green Richmond upon Thames accreditation rewards your business if you show a commitment to the environment and reducing your impacts across two of your significant areas.



You can benefit from a specialist review in energy, waste, water, travel or procurement to assist you in reducing your significant impacts. Apply for a free specialist review online.

An Exceptional Award rewards your business if you manage your environmental actions formally and if you are involved in wider community benefits.



For more information and application forms for the Advanced and Exceptional Awards please visit www.richmond.gov.uk/gogreen, email gogreen@richmond.gov.uk or call **020 8891 7332**



✂ PLEASE CUT ALONG THE DOTTED LINE, PLACE IN AN ENVELOPE AND SEND TO THE ADDRESS ON REAR PAGE

Go Green Richmond upon Thames Merit Award Application Form

PLEASE TICK THE APPROPRIATE BOXES AND FILL IN THE SPACES WHERE REQUIRED



1. What initiatives have you implemented to reduce your environmental impacts? Please provide details in the spaces below

Energy _____

Water _____

Waste _____

Purchasing _____

Travel _____

2. To be able to identify your environmental impacts you will need to start monitoring your utility and waste consumption.

Are you able to monitor your utility bills?

Yes No

Does your business own the building you occupy?

Yes No

Have you kept the following records for

	2 Years +	1-2 Years	1-12 months	Plan to start	Do not have data
Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electricity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* You are legally obligated to keep Waste Transfer Notes from a licensed carrier for two years

3. Other comments or suggestions
