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**Corporation**

**A tool for planning  
your event impact**

# Event impact guidelines

# Introduction

Welcome to Bella Center Copenhagen’s event impact guidelines - your practical tool for planning more sustainable and socially responsible events. These guidelines are designed to help Bella Center Copenhagen’s clients reduce environmental and climate-related impacts while maximizing the positive social impact of their events through informed choices and community engagement.

With clear, actionable advice and support from our experienced team, Bella Center Copenhagen empowers you to make informed decisions that align with both your sustainability goals and ours. The carbon emissions (CO<sub>2</sub>e) data referenced in these guidelines is based on Bella Center Copenhagen’s internal calculations of event-related impacts.

Use these event impact guidelines to explore available options, plan actions across each impact area, and support your pre-event dialogue with Bella Center Copenhagen’s planning team. For large congresses and events, we provide our customers with a complimentary post-event impact report, detailing the effects of the decisions made during planning and event delivery.



**In the following sections, we will guide you through key impact areas:**

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## Top 5 impact areas to be mindful of:

**1. Food and beverage (approximately 25-30% of total event CO<sub>2</sub>e emissions)**

Your food choices – particularly increasing plant-based options – can significantly reduce your event’s overall footprint.

**2. Energy (approximately 20% of total event CO<sub>2</sub>e emissions)**

Be mindful of energy-intensive activities. Optimize lighting and AV use, and avoid unnecessary energy consumption.

**3. Purchased goods (approximately 19% of total event CO<sub>2</sub>e emissions)**

Avoid one-time purchases to reduce emissions. These guidelines outline how to prioritize rentals, choose durable items, and reuse existing décor and branding.

**4. Waste (approximately 10-15% of total event CO<sub>2</sub>e emissions)**

Plan ahead to prevent unnecessary waste, encourage reuse wherever possible, and make recycling easy for your guests. These actions also help reduce your event’s overall CO<sub>2</sub>e impact.

**5. Social impact and legacy**

Create additional value by partnering with charities, donating surplus materials, and engaging the local community. By designing inclusive and accessible events, you leave behind a meaningful and lasting legacy.



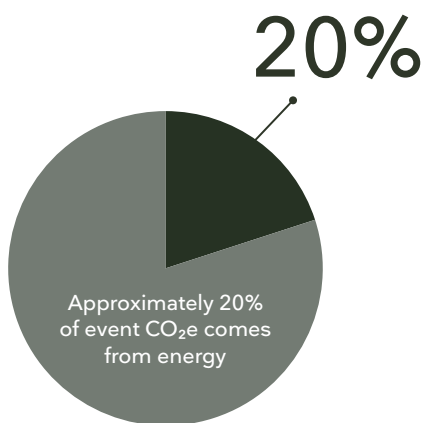
# EVENT IMPACT GUIDELINES

## ENERGY

On average, approximately 20%\* of the CO<sub>2</sub>e impact of an event hosted at Bella Center Copenhagen comes from event energy consumption.

Bella Center Copenhagen helps keep your events' carbon footprint lower by supplying 42.3%\*\* of its energy from its own on-site solar park. The remaining energy is supplied by district supply with a high share of renewable energy.

However, by reducing your energy consumption, you will also reduce your carbon footprint.



### Did you know that:

- Reducing energy use lowers your carbon footprint?
- Your event at Bella Center Copenhagen runs on more than 40% renewable electricity?

### What you can consider

- Create a lighting plan: define brightness levels and timing settings - reduce lighting when natural daylight is sufficient.
- Limit decorative or branding lighting.
- Instruct exhibitors to reduce lighting during breaks and turn off AV and lights overnight.
- Schedule rehearsals and tech setup efficiently to avoid excessive energy use.

### What we offer

- Renewable electricity from on-site solar panel production (42.3% per event\*\*).
- Insights into the energy efficiency of our event halls to help you choose the most efficient option, like for example:
  - » Halls D, B, or A during colder months for better heating efficiency.
  - » Hall E during summer for natural daylight.
- Conscious energy use - including turning off heating during event build-up and breakdown to reduce energy use.
- Guidance on light settings, including brightness and timing, for your event.
- Motion-sensor lighting in meeting rooms to support energy savings.
- Low-energy equipment available for rent (e.g. LED screens).
- Access to our DGNB Gold-certified Bella Arena featuring energy-efficient infrastructure, including smart building technologies and LED lighting.
- Internal energy management system optimizing control of lighting, AV, heating, and ventilation.

\*Based on CO<sub>2</sub>e data from Bella Center Copenhagen's internal calculations.

\*\*Based on 2025 energy standards, which are subject to change.

## EVENT IMPACT GUIDELINES



### WATER

Bella Center Copenhagen provides you with access to clean Danish tap water and water-saving infrastructure throughout the venue.

On average, each guest at a Bella Center Copenhagen event uses approximately 50 liters\* of water. The average water consumption takes all water usage into account, including drinking, cooking, cleaning, washing and restroom consumption.

All tap water used at Bella Center Copenhagen comes from the city water supply. Wastewater is treated at public treatment facilities, in line with national standards.



#### Did you know that:

- Your guest can enjoy clean Danish tap water?
- Tap water is available throughout the venue?

#### What you can consider

- Inform your attendees that Danish tap water is clean, safe, and suitable for drinking.
- Encourage guests to bring and use refillable water bottles.
- Opt for tap water served in refillable pitchers and jugs instead of bottled water.
- Limit use of tablecloths and cloth napkins to reduce laundry needs.

#### What we offer

- Access to high-quality Danish tap water throughout the venue.
- Rental of water stations for convenient refilling of Danish tap water.
- Custom-designed reusable water bottles produced specifically for your event.
- Refillable pitchers and jugs of tap water as alternatives to bottled water for meetings, breaks, and food servings and buffets.
- Internal procedures optimized for reduced water consumption.
- Tables that are suitable for use without tablecloths.

Each guest  
uses in average  
about

**50**

liters of water  
per event

\*Based on data from Bellagroup's 2023 ESG Report.



### WASTE

On average, approximately 10-15% of the CO<sub>2</sub>e impact from an event held at Bella Center Copenhagen comes from event-related waste. Including build-up materials, an average large-scale event produces around 6,400 kg of waste.\*

Waste generation can vary significantly depending on event type and strategic focus. Congresses and conferences produce the highest waste-related CO<sub>2</sub>e per participant, followed by exhibitions and dinners.

The largest share of waste-related emissions comes from waste sent for incineration and waste that cannot be recycled.

By strategically reducing, reusing, and recycling event waste, you can significantly cut both environmental and climate impacts.



**Did you know that:**

- On average, 10-15% of event CO<sub>2</sub>e comes from waste?
- Congresses and conferences generally generate the most food waste per guest?
- Reducing, reusing and recycling waste reduces the carbon footprint of your event?

\*Based on CO<sub>2</sub>e data from Bella Center Copenhagen's internal calculations.

## EVENT IMPACT GUIDELINES

### REDUCE

#### What you can consider

- Encourage exhibitors to reduce merchandise and handouts.
- Limit use of single-use items, such as signage, paper cups, and other disposable materials.
- Avoid printed materials - opt for digital alternatives.
- Avoid excess packaging.



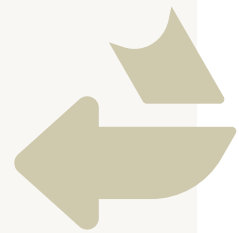
#### What we offer

- Rent of LED skins and screens as alternative to printed materials and banner stands.
- Reboard signage (reusable cardboard signs).

### REUSE

#### What you can consider

- Reuse materials whenever possible, such as name tags, lanyards, and banners.
- Forward usable items for donation.
- Produce banners without dates for future reuse.



#### What we offer

- Assistance in collecting reusable event materials such as lanyards and name tags, allowing you to reuse them at future events.

### RECYCLE

#### What you can consider

- Plan ahead and identify the types of waste your event may produce.
- Inform and guide guests to correctly sort their waste.



#### What we offer

- Selected waste recycling fractions in marked bins with pictograms across event spaces.
- Collection and return of deposit bottles and cans for recycling.
- Assistance with waste management and sorting during event move-in and move-out.
- Access to the extensive Danish waste handling system, ensuring recycling and reuse of sorted event waste.

# FOOD AND BEVERAGE

Your choice of food is one of the biggest climate factors at events, but also one of the easiest to improve.

On average, approximately 25-30%\* of the CO<sub>2</sub>e impact from an event held at Bella Center Copenhagen comes from food and beverage.

The CO<sub>2</sub>e impact from food and beverage varies depending on the type and length of events. Conferences generally have the highest food waste per person (0.63 kg/visitor) - nearly 10 times higher than dinners.\*

Planning your menu carefully can reduce emissions, food waste, and resource use. Moreover, strategic choices to food sourcing - including animal welfare, organic, local and seasonal produce - will have an influence on your event impact.



### Did you know that:

- On average, 25-30% of event CO<sub>2</sub>e comes from food and beverage?
- Strategic menu and serving choices can reduce your food waste?

### What you can consider

- Select plant-based menu options.
- Opt for chicken or fish over beef and lamb if selecting animal proteins.
- Avoid high carbon footprint ingredients like red meats, dairy and imported/off-season produce.
- Follow our food & beverage team's guidance and recommendations.
- Inform your guests about menu sustainability efforts and the conscious choices that have been made during the planning process.

### What we offer

- Support with menu planning to ensure ingredients with a lower climate impact.
- A variety of different meal choices with a holistic focus on sustainability.
- Seasonal, organic, and fair-trade produce from local suppliers.
- Choice of animal produce from local suppliers and with higher animal welfare standards..
- No endangered seafood species, palm oil or GMO ingredients.
- Buffet signage to highlight low-impact, environmental and social choices.



\*Based on CO<sub>2</sub>e data from Bella Center Copenhagen's internal calculations.

## EVENT IMPACT GUIDELINES

### MINIMIZE FOOD WASTE

#### What you can consider

- Order food, based on accurate guest counts.
- Follow our food & beverage team's guidance on closing buffets during service to reduce food waste.
- Consider choosing buffets over other types of service to minimize food waste.

#### What we offer

- Portion control and food serving support with our food & beverage team.
- Strategic planning of buffet servings to minimize food waste.
- Coordination of donations of leftover food to our donation partners and charities.
- Measurement and reporting on event specific food waste.
- We offer deconstructed lunch bags, where guests select their own items to minimise food waste.

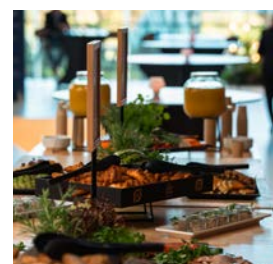
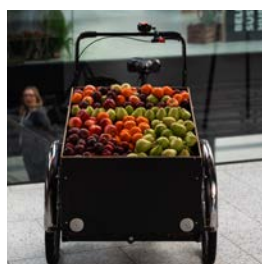
### REDUCE SINGLE-USE ITEMS

#### What you can consider

- Limit single-use cups, plates, and cutlery.
- Encourage guests to reuse their cups.
- Offer tap water instead of bottled water.
- Encourage guests to bring their own water bottles.

#### What we offer

- Rental of water stations for convenient refills.
- Refillable pitchers and jugs as alternatives to bottled water for meetings, breaks, and food servings and buffets.





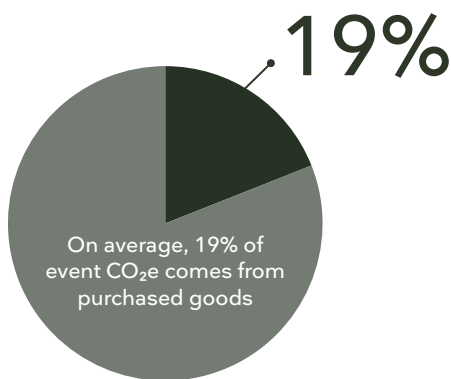
# PURCHASED GOODS

On average, approximately 19%\* of the CO<sub>2</sub>e impact from an event held at Bella Center Copenhagen comes from purchased goods.

This includes items like purchased signs, banners, carpet, furniture, plants and other supplies purchased through Bella Center.

Congresses and conferences record the highest purchased goods emissions per visitor. \*

Making smart purchasing decisions helps cut emissions, save resources, and support reuse.



### Did you know that:

- Congresses and conferences generate the highest emissions related to purchased items?
- Choosing rentals over purchases reduces the CO<sub>2</sub>e impact of your event?

### What you can consider

- Minimizing new purchases – rent whenever possible.
- Order from trusted local and certified suppliers.
- Avoid single-use decor and printed materials.
- Reuse or repurpose materials from past events like banners, roll-ups and branding material.
- Advise exhibitors to avoid or limit promotional gifts and physical merchandise.
- If promotional gifts are handed out, choose useful, durable items that has value beyond the event.
- Use digital communication instead of printed materials.
- Limit carpet use.

### What we offer

- A wide range of rental options in equipment and supplies, from exhibition modules and AV to furniture, plants, décor, and signage.
- An expert event design team that can help you create impactful floor signage, with focus on reducing carpet and material use.
- Using carpet as way-finding to minimize carpet use.
- Several different carpet solutions including the possibility of adding a post-event carpet recycling service.
- Premade waste signage at waste sorting stations.
- Flexible build up system designed to be redesigned.
- Option of different banners materials, including recycled materials.
- Reboard signage (reusable cardboard signs).
- Lighting, AV, heating, and ventilation.

\*Based on CO<sub>2</sub>e data from Bella Center Copenhagen's internal calculations.



## TRANSPORTATION OF GOODS

On average, approximately 5%\* of the CO<sub>2</sub>e impact from an event held at Bella Center Copenhagen comes from transportation of goods.

This includes the delivery of materials, goods, and equipment to Bella Center Copenhagen provided by Bella Center Copenhagen's suppliers before and during the event.

### What you can consider

- Limit the number of deliveries and consolidate shipments.
- Choose local suppliers to minimize transport distance.

### What we offer

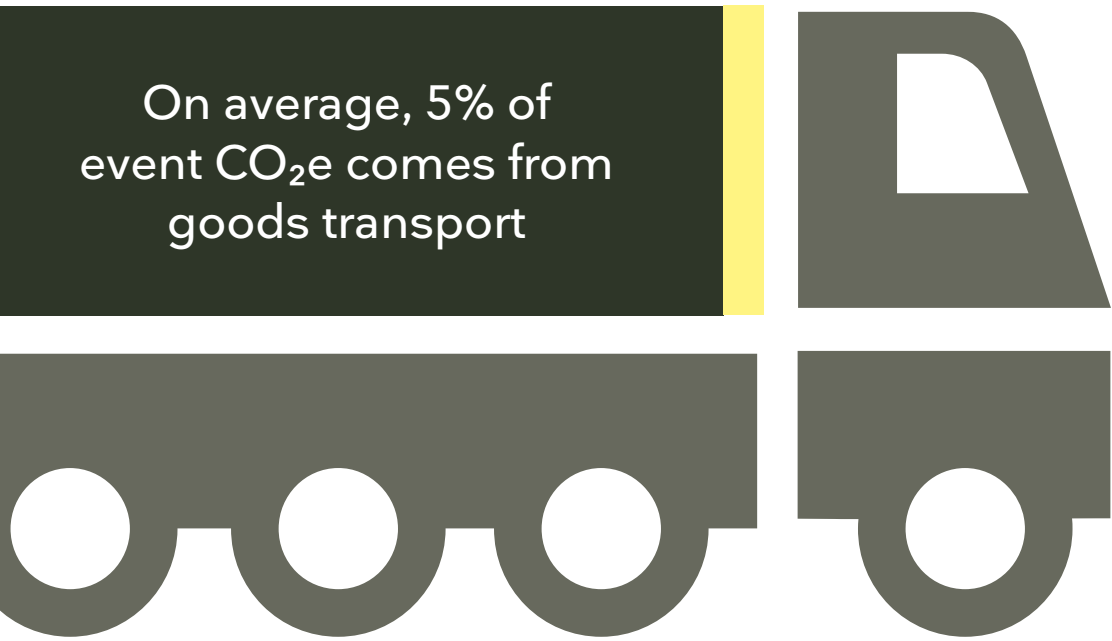
- A network of local suppliers in close proximity to Bella Center Copenhagen.
- Support in selecting suitable suppliers.



### Did you know that:

- Fewer, local deliveries reduce your carbon footprint?

On average, 5% of event CO<sub>2</sub>e comes from goods transport



\*Based on CO<sub>2</sub>e data from Bella Center Copenhagen's internal calculations.



# TRANSPORTATION OF GUESTS

Bella Center Copenhagen is centrally located with easy access to public transportation.

In addition, shuttles services can be arranged, in which case the calculation of the CO<sub>2</sub> emissions from guest transportation organized through Bella Center Copenhagen will be included as a part of the event impact report.



### Did you know that:

- Bella Center Copenhagen is centrally located with metro and bus access?
- Walking, cycling, public or EVs reduces your CO<sub>2</sub>e footprint?

### What you can consider

- Encourage your guests to walk, cycle, or use public transport going to and from Bella Center Copenhagen.
- Choose overnight accommodation within walking distance of the venue.
- Organize shared transport of staff, crew, and guests.
- Request electric vehicles (taxis, vans, or shuttles) when possible.

### What we offer

- Hotels near the venue or within easy access to public transportation.
- Own metro stop at Bella Center Metro Station less than 100 meters from Bella Center Copenhagen.
- Bus stops right at venue entrance.
- Support for organizing shuttle buses or shared transport for optimizing guest logistics.



## EVENT IMPACT GUIDELINES

### DONATIONS



By donating or repurposing surplus items, you reduce waste and emissions while giving products a longer life and creating meaningful social value.

At Bella Center Copenhagen, we partner with carefully selected local initiatives and stay in close dialogue with them to ensure our contributions create real, lasting impact in the community.

#### What you can consider

- Forward usable items for donation.

#### What we offer

- Collaboration with local charities, each carefully selected and maintained.
- Coordination of material donations to our donation partners.\*

## Donation partner organizations

### DONATIONS OF SURPLUS FOOD:

- **Det Runde Bord (The Round Table)**  
A Danish non-profit that collects leftover meals and delivers them to shelters and people facing homelessness. Focuses on reducing food waste while supporting vulnerable communities.

### DONATIONS OF PRODUCTS AND LEFTOVER ITEMS:

- **Stop Spild Lokalt (Stop Wasting Locally)**  
A volunteer-based initiative that collects usable surplus items and distributes them through local “food oases” to citizens in need.
- **Røde Kors (The Red Cross)**  
Receives items in good condition that can be sold in their secondhand shops to support social and humanitarian causes.
- **Crisis centers**  
Bella Center collaborates with a number of different crisis centers who cherish donations that can make the life of their users easier and more comfortable.

**Examples of items that can be donated:** Furniture, electronics like TVs, decorations, cushions, tote bags, and water bottles.

\*Bella Center Copenhagen reserves the right to decline any donation that is not considered beneficial to the recipient.



# SOCIAL IMPACT AND LEGACY



With the ambition of acting as a force for good, we in Bellagroup use what we have to contribute positively to our community, sharing what we have with those in need.

In the same way, large events can use their size and strength to add value to the local community or society as a whole.



### Did you know that:

- Events can act as a force for good in society?
- Large events can add value to local communities?
- Community initiatives, volunteering and donations create positive impacts?

### What you can consider

- Share knowledge by inviting selected guests who could benefit from your specific subject expertise, such as students or local citizens.
- Collaborate with a charity and donation organizations, relevant to your event topic.
- Highlight local causes or projects during the event.
- Offer internship or volunteering opportunities during the event.
- Organize community initiatives such as clean-ups and volunteer activities.

### What we offer

- Inclusive event design options – including prayer rooms, nursing stations and gender-neutral restrooms.
- Collaborations with a number of charities and organizations for donation of leftover food and event supplies when possible.
- Purchase of products from a wide range of suppliers with a strong social focus, e.g.
  - » Coffee from the Orang Utan project
  - » Honey from ByBi
- Collaboration with Wonderful Copenhagen to support local community engagement and event legacy efforts.



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