



CRAFT SHOW CHECKLIST

SALES

- Money for change
- Credit Card Reader
- Charging Bank
- Phone + Phone Charger
- Show Permit / License
- Receipt Book
- Apron or Money Belt
- Order Forms
- Product Packaging (Bags, Boxes, Tissue)
- _____
- _____
- _____
- _____

MARKETING

- Business Cards
- Business Card Holder
- Social Media Info Sign
- Inventory List
- Promotional Products / Swag
- Email Sign Up Forms
- Clipboards
- iPad
- Giveaway Entry Form
- _____
- _____
- _____
- _____

DISPLAY

- Inventory
- Tent / Canopy / Tent Weights
- Table / Chair(s)
- Table Covers / Booth Backdrop
- Props, Shelves, Risers, Baskets
- Signage
- Lighting / Extension Cords
- Mirror
- _____
- _____

TOOLS

- Duct Tape
- Scissors
- Pens / Pencils / Markers
- Paper Clips / Binder Clips
- Rubberbands
- Garbage Bags
- Extra Price Tags
- Lint Roller
- Zip Ties
- String / Rope

PERSONAL ITEMS

- Food / Snack / Water / Cooler
- Sweater / Jacket / Gloves / Hat
- Hand Sanitizer / Wipes / Lotion
- First Aid Kit
- Aspirin / Advil / Etc
- Fan
- Sunglasses & Sunscreen
- Chair Cushion

NOTES / EXTRAS

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