

Event Supply List

Set Up
Tables
Chairs
Banner
Hooks for Banner
Dusters, Papertowels, windex
Display
Tablecloths
Host Items
Demo & New Products
Easels, Signs, Posters
Tiny Treasures
Decor: seasonal, food
Door Prize
Business Tools
Registration Cards
Catalogs
Flyers
Order Forms
Business Cards
Recruiting Materials
Fundraiser Flyers
t magzaine
Calculator
Parts Book
Clip Boards
Pens
Plastic bags
Scissors, Tape, etc.
Party Planners
Postit notes, highlighters
Rubber Stamp or labels