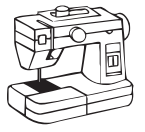




craft show checklist



Merchandise:

- Merchandise (all bins, boxes & bags of your products)
- Price Tags
- Inventory List

Tools:

- Twine / Rope
- Scissors
- Needle & Thread
- Safety Pins
- Sharpie Markers
- Hole Punch
- Tape
- Product tools in case something needs fixing
- Hand cart or dolly
- Misc. - Pliers, Super Glue, Utility Knife, Hammer, etc.

Display Items:

- Folding table(s)
- Table Cloths / Skirts
- Chairs
- Display / Clothing Rack(s)
- Mirror
- Hangers
- Accessories for display
- Trash Bags (to keep your space clean)
- Forms of payment sign

Business/Sales Items:

- Cash Box & Change
- Receipt Book
- Calculator
- Phone or laptop (to accept credit card payments)
- Business Cards & Holder
- Booth Signage
- Camera & Extra Batteries
- Photo Album (display photos of items that you have made)
- Notebook
- Pens
- Mailing List Sign-up Sheets
- Tissue paper to wrap items
- Bags/boxes for customer purchases

Personal Items:

- Comfortable clothing & shoes
- Medical Supplies (band aids, aspirin, etc.)
- Cooler, Food & Beverages
- Optional: Radio (if allowed)
- Craft supplies (to create items during the event)

For outdoor shows:

- Tent or Canopy
- Weights for tent or canopy
- Sunscreen
- Bug Repellant
- Fan (extra batteries if needed)
- Allergy meds
- Tarps & Clips
- Umbrella

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