

- Extra tablecloths, colored napkins/placemats or tooling to match theme or brand
- Risers for your table display to make some things sit higher up on your table, cover w/colored napkin or material to match.
- Balloons or flowers matching colors to theme or brand
- Banner or large sign for behind the table, hanging from draped poles or floor sign for side
- Candies. Promotional giveaways or items and a basket to display them
- Radio or music of some sort to attract attention and make your booth more lively.
- Business Cards and holders
- Container to collect cards for a drawing at your booth. Drawing slips for those without business cards to fill out and enter your drawing
- Free drawing prize - could be physical gift although you have to get it to the winner, if a big event you may want to offer a digitally delivered or downloadable gift/service.
- Mailing list signup device? (tablet) or a signup sheet for **full contact info** or appointment book to make appointments on the spot
- Portfolio or brag book of your work (if applicable), brochures, sales flyers, tip sheets
- Order form with your list of services and fees and room for complete buyer info
- Your products, CDs, books and whatever physical items you sell
- New client packets or whatever someone would need if they engaged in your products/services today - bags for product purchases, folders, bonus gifts, flash drives?
- Speaker One Sheets with your bio, speaker topics, testimonials, etc. to get to know you better.
- Holders or easels for brochures, flyers, signs to display on the table upright
- Office supplies: regular pens & large fat pens, extra paper for handwritten signs, regular tape and packing/duct tape, tablecloth clips/holders, paperclips, safety pins, velcro stickers, meta banner hooks, clipboard(s), dice for game, rubber bands, stapler, scissors, post it notes, rope, sharpies to write on super gloss biz cards, name badge holders or name tags
- Laptop, mouse, power cords, extension cords and flash drives or CDs to showcase video of product/service/event/testimonials in case of no Internet coverage
- Phone chargers for charging your phone since you'll be taking lots of pictures and posting on social media while you're there, cameras, batteries
- Power Point presentation, printed intro, projector, extension cords, clicker
- Ice chest with waters, snacks to hide under the table if you can't get away. Cash for emergencies and snacks
- Comfortable shoes or couple change of shoes depending on how long you're there
- Phone chargers for charging your phone since you'll be taking lots of pictures and posting on social media while you're there, cameras, batteries