



✓	Tent
	Tent
	Tent walls and roof
	Tarp or plastic
	4 water jugs (or other weights to encore the tent)
	Cables to tie the tent to weights
	Seams sealer
	Roof stretching system such as 4 noodles or spring clamps

✓	Art Display
	Display system (separate table below)
	Lights if necessary
	Table
	Table cloth + skirt
	Bar Stool Chair
	Carpet / other decorations

✓	Marketing
	Business cards
	Postcards, fliers
	Portfolio
	Sign for the tent
	Artist package (CV, Artist Statement, Bio, accomplishments, printed articles)
	Price list + tax information
	Price cards to post next to each artwork
	Guestbook
	Giveaways such as Candy, T-shirt/ artwork
	Framed signs
	Business cards/fliers holder
	Red dots stickers for sold artwork

✓	Business
	Receipt pad
	Pens
	Address book
	Vendor permit per location of the show
	Notebook to write notes, names, etc
	Calculator
	Change of money
	CC imprinter
	CC info and signage
	Camera
	Pouch for money and other valuables

✓	Supplies
	Trolley or flat cart
	Cable ties
	Duct tape/ Masking tape/ Scotch tape
	Painters tape
	Bungee cords
	Wire cutters
	Cutting knife
	Spare batteries
	Bubble wrap
	Safety pins
	Garbage bags
	Windex
	Wire / Twine
	Measuring tape
	Scissors
	Paper towels / Rugs
	Paint-pen to fix scratches on frames

✓	Comfort & Safety
	Water
	Snacks
	Sunglasses
	SPF 50 sun block
	Hat
	Towels
	Hands sanitizer
	Headache pills
	Rain boots
	Rain jacket
	Umbrella
	First aid kit with band-aids and Polysporin
	Wallet
	Keys
	Cell phone
	Change of cloths
	Work or garden gloves

