

# EVENT PREP LIST

## TABLE PREP

- TABLE COVER AND SIGNAGE
- BUSINESS CARDS AND COMPANY INFO
- PENS & EMAIL OPT-IN SHEET OR RAFFLE
- CONTAINER FOR MATERIALS FROM LEADS
- 1001STRESSBALLS GIVEAWAYS, OBVIOUSLY

## PRESENTATION

- PRESENTATION VISUALS
- MATERIALS AND HANDOUTS
- MORE BUSINESS CARDS
- 1001STRESSBALLS GIVEAWAYS FOR PARTICIPATION

## NETWORKING

- BREATHMINTS
- EVEN MORE BUSINESS CARDS
- COMPANY LITERATURE & MATERIALS
- 1001STRESSBALLS GIVEAWAYS