**CONVENTION PACKING LIST**

**Sonlight-Provided Display Items**

* Table covers
* Floor banners
* Table banners
* Display racks
* Display risers
* Book easels
* Books and products

**Sonlight-Provided Marketing Items**

* Catalogs
* Brochures
* Branded pens
* Contact cards
* Coupon codes
* Shopping bag totes
* Candy
* Give-away books
* Limited edition anniversary totes

**For You and Your Staff**

* Convention paperwork
* Cash for incidentals
* Directions to event and hotel
* Clothing/toiletries
* Change of shoes
* Healthy snacks/chocolate
* Water bottles
* Mints
* Pain relievers
* Sewing kit/safety pins
* Camera
* Cell phone
* Lip balm
* Hand lotion
* Name tags
* Small first aid kit
* Tissues

**Extra Booth Supplies You May Want**

* Hand-truck or wheeled cart
* Basket or bowl for candy
* Basket or box for contact cards
* Pencil holder for pens
* 5x7” clipboards for contact cards
* Calculator
* Power strip extension cord
* Book ends
* Small DVD player or laptop computer
* Decorative props
* Any additional Sonlight materials you would like to display beyond what Sonlight provides
* Extra flat tablecloths for covering display at the end of the day
* Carpet tiles

**Office Supplies and Tools**

* Box knife
* Packing tape with dispenser
* Other types of tape (duct, masking, Scotch)
* Stapler/staples
* Post-It notes and/or note pads
* Tacks
* Straight pins
* Scissors
* Glue stick
* Paper clips/wing clips
* Rubber bands
* Sharpies/pencils/highlighters
* Poster board
* White-out
* Bungee cords
* Zip ties
* Velcro