**CONVENTION SURVIVAL TIPS AND CHECKLIST**

This is a list of suggested items to take along for yourself and your assistants. One nice idea is to prepare a gift bag/survival kit for each of your assistants with an assortment of some of the items listed below.

Please notice the two most important things on this list are comfortable shoes and water! Comfort is far more important than style when it comes to shoes. Your feet will be aching long before the day is over, so be sure to wear the most comfortable shoes you own. If you have two pairs of comfortable shoes, it does help to change shoes midday or for the second day.

Water is essential because it helps you stay hydrated and energized throughout the day, in addition to soothing your throat and voice. Often the convention organizers will provide bottled water, but it’s good to take some along just in case. Keep a Sharpie handy to write names on the water bottles. Another alternative is to provide a refillable water bottle for each member of your team.

**Personal Items**

* Clothing (including “booth uniform”)
* Toiletries
* Comfortable shoes (possibly a change of shoes for midday or second day)
* Slippers or socks (for the hotel)
* Swimsuit (for the hotel pool or hot tub)
* Hair clip or tie (if you have long hair)
* Contact lens solution (if needed)
* Reading glasses (if needed)
* Feminine products
* Sweater (some exhibit halls can be drafty)
* Scarf
* Umbrella

**Comfort Items to Have in the Booth**

* Hand Lotion
* Tissues
* Wet wipes
* Hand sanitizer
* Pain reliever
* Antacids
* Eye drops
* Band-aids
* Safety pins
* Sewing kit

**Recommended Snacks for Your Team**

* Trail mix
* Nuts
* Dried fruit
* Baby carrots
* String cheese
* Protein or granola bars
* Peanut butter crackers
* Chocolate

**Throat and Voice Support**

* Water
* Lip balm
* Breath mints
* Apple cider vinegar (unpasteurized) in squirt bottle
* *Oasis* throat moisturizer
* *Throat Coat* herbal tea
* Honey
* Throat lozenges or hard candy