

Maine Agricultural Trades Show

Exhibit Booths – Suggested packing list

Bring to the show:

- Surge protector and extension cord
- Display materials
 - Specialty tablecloth
 - Brochure holders
 - Supplies, products, etc.
- Nametag(s)
- Trash bag w/receptacle
- Other:
 - _____
 - _____
 - _____
 - _____
 - _____
 - _____
- Organizational tools
 - Dolly or storage box on wheels
 - Clipboard
 - Pens
 - Sticky notes
 - Multi-tool
 - Painter’s tape
- Promotional materials
 - Business sign
 - Business cards
 - Brochures
 - Flyers
 - Contact sign-up forms, etc.
 - Giveaways

Reminders – what’s included and when to request changes.

Typically included:

- ✓ Pipe and drape*
- ✓ 7-foot table, draped and skirted (table covering)
- ✓ Two chairs per request*
- ✓ S-hooks
- ✓ Access to shared electricity hubs
- ✓ Public Wi-fi

Changes and/or extras –You should make this request when applying to the show.

- △ May remove table, chairs, etc.
- △ May add additional chairs.

Heavy machinery and equipment exclude pipe and drape.