

# WORKING A BOOTH

## SUGGESTED ITEMS TO BRING

- \* Entry Forms
- \* Clipboards
- \* Ink Pens
- \* Door Prize Bag
- \* Door Prize Flyer
- \* Business Cards with Holder
- \* Datebook
- \* Look Books
- \* Money Bag: calculator, sales tickets, pen, cash & change
- \* Satin Hands Set to Demo
- \* Goodie Bag: business card, party postcard, product sample, candy, etc.
- \* Products to Display: TRB, skin care, glamour, body care – less is more so keep it simple
- \* Display Items: boxes, vases, pedestals, trays, flowers, crystals, etc.
- \* Table Cloth: black or white looks best, floor length is best so you can store things underneath
- \* Framed Flyers &/or Pictures: Party Perks, Applause magazine also has great options
- \* Laptop: can play music or show videos
- \* On the Go Office: scissors, tape, etc.
- \* Something to Eat & Drink
- \* Cash for Parking

## WHAT TO WEAR

- \* Professional Skirt or Dress – see Image tab on website for more info. Think about the event you're going to and what age group you'll be in front of. This will help market to them.
- \* MK Pin &/or MK Nametag – keep to 3 pins or less.
- \* Cute Comfy Shoes – you'll probably be standing for a while – make sure they're closed toe.

## OTHER SUGGESTIONS

- \* **Main Goal** – gain new contacts that can later lead to skin care classes, product sales and new team members. **Following up with contacts is a MUST! Do so within 24 to 48 hrs from event.**
- \* Plan ahead! Ask if there will be a table provided and make arrangements if not.
- \* Take orders only! You cannot exchange product for money at the booth. Please set up a time to deliver later or ship.
- \* Don't feel constricted to table – walk around or stand outside booth.
- \* Draw people to the table by offering Satin Hands and to enter door prize drawing.
- \* Send thank you note to business or organization for allowing you to participate and express interest in working the event again in the future, *especially* if the event was free & successful!