

Possible Event Checklist of Items to Take

	Brochure Holders
	Brochures
	Business Cards
	Cell Phone
	Chair/ Canopy
	Container for lifesavers and lifesavers
	Copy of local maps
	Easels/Posters
	Floodplain Administrators List
	Floodplain Staff List
	Insurance Information
	Laptop
	Lifesavers other give aways
	Magic Markers
	Montana Roll up Poster (3)
	Pens
	Scissors
	Sign-In Sheeet
	Table
	Table Skirt or blanket
	Tape: blue or other