



# SMART PACKING FOR TRADE SHOW SUCCESS

Trade shows move fast. Your team should be ready for anything because forgotten tools and last-minute fixes can derail even the best booth design. That's why every exhibitor needs a well-packed trade show kit.



### TRADE SHOW KIT CHECKLIST: ESSENTIALS YOU SHOULD NEVER FORGET

#### 1. BASIC TOOLS & HARDWARE

- Multi-tool or Leatherman
- Screwdrivers (flathead and Phillips)
- Allen wrench set
- Utility knife/box cutter
- Zip ties & Velcro straps
- Tape measure

#### 2. ADHESIVES & FASTENERS

- Double-sided tape
- Gaffer's tape
- Duct tape
- Mounting putty or Command Strips
- Extra screws, bolts, and washers

#### 3. CLEANING SUPPLIES

- Paper towels
- Glass cleaner or screen wipes
- Lint roller
- Disinfecting wipes
- Hand sanitizer

#### 4. ELECTRICAL & TECH GEAR

- Extension cords
- Power strips
- Charging cables (USB-C, Lightning, micro-USB)
- Portable chargers or power banks
- HDMI cables and adapters

#### 5. OFFICE & ADMIN MATERIALS

- Pens, Sharpies, notepads
- Scissors & stapler
- Business cards
- Sign-in sheets or lead capture forms

#### 6. BRAND & EXHIBIT EXTRAS

- Extra branded giveaways
- Back-up lighting or bulbs (if needed)

#### 7. EMERGENCY & PERSONAL ITEMS

- First aid kit
- Pain relievers or allergy meds
- Snacks & bottled water
- Breath mints or gum
- Extra shoes or blister bandages

From design to install, from crates to cables, Exhibit Studios has your back. We think of everything because your time on the show floor should be about connections, not corrections. Let us handle the prep, packing, and even on-site troubleshooting so you can focus on what matters most: showcasing your brand.