ND booth:

Included in the large black plastic shipping case:

* 5-panel folding tabletop display board-use the gray side
* Satin Stitches sign with Velcro on the back
* Lime green paper sign with Velcro on the back
* 2 gray fabric Velcro hooks
* Magenta Satin Stitches tablecloth
* Large Satin Stitches rolled up poster-sign
* Many samples on silver hangers (in plastic bags – remove the bags)
* Stack of postcards

## You have promised to provide a garment rack

1. Please put the tablecloth on an 8-foot long table (or 2 that are 4 foot long-together).
2. Place the display board with the gray side showing to the front, with the 2 side panels slants to the front, at a 45 degree (or so) angle, to keep the board from falling over.
3. Put the Large Satin Stitches sign to the top, at the center – it helps hold the display from falling over.
4. Place the 2 Velcro hooks under the sign – to hold up a costume/hanger combo, shoulder to shoulder. Maybe on either side of the unrolled poster.
5. Somewhere – Place the large rolled up poster – it can Velcro to the center of the display board, or tape it to the wall – your choice – depending on how the space looks.
6. Arrange other costumes – have the hook twisted to hook over the top of the display board. Put up which ever ones you think look the best together, in a nice arrangement.
7. Somewhere on the display – stick the Green sign up – it tells about the special discount that is on the postcards.
8. Place all the other samples on the garment rack that is to be set right by the table.
9. Take the rubber band off the postcards and arrange on the table – showing both sides of the card.
10. Please take a photo and email it to me, so I have documentation of the event. Thanks!

Put everything back into the display case. On Monday I will arrange for UPS to pick up the case. I assume it might not happen until maybe Tuesday, but please have it ready on Monday.