

## GOING TO MARKET CHECKLIST

BEFORE SETTING OFF	CHECK	CHECK	CHECK
Copy of insurance		Hygiene certificate	
Co. contact details inc. name & address			
Check fuel/tyres		First Aid Kit	
Gazebo		Weights	
Table		Table Cloth	
Banners		A board	
Display shelving		Electric extension lead	
Marker pens, pen		Tape, scissors,	
Cool Boxes			
Boxes products		Paper Bags (various sizes)	
Packaging (customers)			
Branding stickers		Price tags	
Knives		Cocktail sticks	
Trays/plates (tasters)			
Allergen list		Price list	
Charge phone			
Marketing literature		Recipes	
Cash float		Card Reader (test link)	
Calculator		Scales	
Batteries		PDQ receipt rolls	
Receipt Book			
Apron		Disposable gloves	
Handwash		Sanitiser	
Rubbish bags		Dustpan and brush	
Tissues		Paper towels	
Hot water flasks		Cleaning cloths	
Washing up bowl			
Directions to market		Directions for setting up	
Warm clothing		Wet weather protection	
Carpet etc (to stand on)			