



Membership Booth Public Relations Checklist

- Tables
- Table skirting
- Folding chairs
- Join ABATE today banner
- Canopy

- Pens
- Note pad for misc. notes and requests to follow up on
- Trash can
- Clear packing tape
- Scotch tape
- Zip ties

- Membership applications
- ABATE Brochures
- Bumper stickers
- Tour info
- Safety Info
- "Hoosier Motorcyclist" magazines to pass out and to show prospective members
- Region event / meeting info

- Cash box or bank bag for money
- Change (mostly ones, fives, and tens)

Knowledgeable people to staff the booth! Just because someone volunteers doesn't mean they will know enough about the organization to effectively communicate with prospective members.

Revised October 2012