

Health Fair Booth Readiness Checklist

- _____ Determine the objective of the health fair itself.
- _____ Determine your objective for the health fair.
- _____ Establish a theme for your booth.
- _____ Figure out what resources will be most useful for your audience.
- _____ Determine the space available for a display, prizes, activities, etc.
- _____ Pick a poster or banner for your display.
- _____ Choose some handouts and/or props for your display.
- _____ Pick up any prizes you may wish to offer.



- _____ Decide whether your booth needs further decoration.
- _____ Plan any activities or games that you would like to have take place at your booth.
- _____ Figure out the intervals at which any games/activities will take place.
- _____ Gather materials for your activities/games.
- _____ Practice any presentation you may give.
- _____ Gather materials for that presentation.
- _____ The night before the health fair, double-check all your plans and materials.
- _____ Set up your booth.
- _____ Have a blast at the fair!

