

# Conference checklist

## Essentials

- Day Clothes
- Evening Wear
- Coat
- A Sensible Bag
- Comfortable Shoes
- Reusable Water Bottle & Keep Cup
- Delegate Badge & Lanyard
- Snacks
- Medication
- Toiletries

## Technology

- Smart Phone
- Tablet
- Laptop
- Charging Cables
- Powerbank / Portable Charger
- Headphones

## Stationery

- Notebook
- Pens / Pencils
- Business cards
- Digital Download of Programme
- Document Folder

## Extras

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