

Packing List for 2017 Ok Reunion Trip

Saturday May 13, 2017

Things to Pack in Big Suitcase:

1. 10 pair underwear
2. 10 pair white socks
3. 2 Reunion staff t-shirts
4. 5 knit shirts
5. 5 pair shorts
6. 1 pair dress shoes
7. 1 white t-shirt
8. 1 white dress shirt
9. 1 pair black socks
10. 1 bathing suit
11. Laundry bag
12.

Things to Pack in Small Suitcase:

1. CPAP machine
2. Shaving kit
3. Mobile phone charger
4. Poncho Liner
5. Medicine kit
6. Prescription info sheet
7. Lens cleaning wipes
8.

Things to Pack in Car:

1. Trip Information Notebook
2. 1 garment bag with dress blues
3. 173d ball cap
4. 1 garment bag with black sports coat, white shirt, tan slacks, 173d tie
5. Clipboard
6. Toothpicks
7. Kleenex
8. Body Pillows
9. 1 fold-up dolly

Things to Carry on Person:

1. Billfold
2. Watch
3. Ball point pen
4. Kleenex
5. Cell phone
6. Reading glasses
7. I-phone
8. 1 thumb drive
9. Jacket
10.

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Things to Pack in Cargo Trailer:

1. boxes of Badge Holders
2. boxes of 2017 T-shirts
3. boxes of 2017 Reunion Ball Caps
4. boxes of USAA Goodie Bags
5. box of 2017 Reunion Staff T-shirts
6. box of red & black Badge Holders
7. Poster Boards
8. Flip Charts
9. Plastic Trays
10. boxes of 2017 Reunion Brochures
11. boxes of OKC Convention brochures
12. 1 dolly

Things to Pack in Bed of Pick-up Truck:

1. Large Suitcase
2. Small Suitcase
3. 2 laptop computers
4. 1 printer
5. 1 box of office supplies
6. 1 box of office equipment
7. 1 box of electrical equipment
8. 1 box of 3-ring notebooks
9. 1 box of paper reams
10. 1 projector
11. 1 projector screen
12. 1 dolly

Things to Pack in Box of Office Equipment:

1. 1 large stapler
2. 1 electric stapler
3. 1 hand stapler
4. 1 paper cutter
5. 3-hole punch
6. 2-hole punch
7. 1 box of electrical equipment
8. 1 box of 3-ring notebooks
9. 1 BOA check scanner
10. 1 paper stand
11. 1 pair scissors
12. 1 box cutter knife
13. 1 staple puller
14. 1 tape measurer
15. 1 screwdriver
16.
17.

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Things to Pack in Box of Office Supplies:

1. 1 box of staples
2. 5 rolls of scotch tape
3. 1 box of jumbo paper clips
4. 1 package of 2-sided tape
5. 1 box of large thumb tacks
6. 1 roll of masking tape
7. 1 letter opener
8. 1 posted stamp
9. 1 pad of BOA checks
10. 1 BOA check endorsement stamp
11. 1 pad of BOA deposit slips
12. 5 yellow lined pads
13. 2 sets of color printer cartridges
14. 1 box of rubber bands
15. 1 box of small binder clips
16. 1 package of black Sharpie pens
17. 1 package of colored Sharpie marking pens
18. 1 box of blue felt tip pens
19. 1 box of assorted colored red tip pens (red, green, black, yellow highlighter)
20.

Things to Pack in Box of Paper:

1. 1 ream of blue stock paper for name tags
2. 1 ream of colored stock paper for admission tickets
3. 1 ream of white stock paper
4. 1 folder of printed Name Tags
5. 10 hanging file folders

Things to Pack in Box of Electrical Equipment:

1. 2 power strips
2. 2 extension cords
3. 3 PayPal Here devices
4.

Things to Pack in Box of 3-Ring Notebooks:

1. 2017 Reunion Planning Guide
2. 2017 Reunion Status Reports 3-ring notebook
3. 2017 Reunion Drip Campaign 3-ring notebook
4. 2017 Office Election 3-ring notebook
5. 2017 Reunion Brochure 3-ring notebook
6. 2017 Reunion Registration Invoices 3-ring notebook #1
7. 2017 Reunion Registration Invoices 3-ring notebook #2
8. 2017 Reunion Registration Invoices 3-ring notebook #3
9. 2017 Reunion Registration Invoices 3-ring notebook #4
10. 2017 Reunion Registration Invoices 3-ring notebook #5