

# COME TRY RINGETTE

## BOOTH SET UP AND PROFESSIONALISM

At public events, both booth set ups and event volunteers represent your association and the sport of Ringette. Everything (and everyone) should be well-organized and professional.

### BOOTH SET UP:

- Volunteers should wear matching tops or jerseys and name tags. *Stick-on nametags (Hello! My name is ...) are **not** professional.*
- Volunteers should practice good booth manners.
- The booth set up should include:
  - The **Come Try Ringette** display unit. *Professionally developed signs are required at **Come Try Ringette** events.*
  - General information (printed) about your local association (i.e. key dates, where to register, cost, key contacts)
- If booth space permits, display trophies or medals and game equipment. Be prepared to talk about equipment.
- If possible, play [a ringette video](#) on a monitor.
- Consider doing a draw prize (e.g. gift certificate donated by local sporting goods store)
- Be prepared to do immediate sign-ups for the next **Come Try Ringette** event

### GOOD BOOTH MANNERS

#### DOs:

- Stand at the front of the booth area or in front of the registration table.
- Make eye contact and smile.
- Speak with everyone who stops by ("*Hello. Thanks for stopping by*") and encourage conversation ("*What questions do you have?*").
- Speak to children specifically and ask permission before asking their name or giving them any promotional items ("*Hi. May I ask what your name is?*"). This gives the parent an opportunity to decline.
- If you have a draw prize, politely remind people to participate ("*Please take a moment to enter to win a \_\_\_\_\_? It's FREE!*")
- Always say, "*Thanks for stopping to chat.*" (And be sure to thank children, as well.)

#### DON'Ts:

- DO NOT sit down or stand behind a table. If you are supplied a table, move it to one side.
- DO NOT stand with your arms crossed or your hands in your pockets. Body language talks!
- DO NOT chew gum.