

NAME TAG ***GUIDELINES***



Craig

Providing proper name tags helps me address participants by their name.

The simplest and easiest name tag is a 2 X 4 sticky label. Participants simply write their name when they register.

Providing a few *dark* sharpie markers will also be useful.

If you are going to prepare name tags prior to the event, please have the name fill as much of the name tag as possible.

Please *avoid* the following

- * Lanyard name tags
- * 1 x 3 mailing labels
- * Light color, dry, or narrow markers
- * Using ink pens instead of markers
- * Using post-it notes as name tags