



BEFORE THE FAIR CHECKLIST

Prepare for the Fair

- ☐ Complete your Services Agreement six weeks before your Fair start date. s-bf.com/agreement
- ☐ Visit s-bf.com/sign-in to opt in for important text updates, view the delivery and pickup calendar, and add co-hosts for Fair account access.
- ☐ Share your school homepage, located on Fair Details and Settings, with families and teachers.
- ☐ Watch video tutorials to help make hosting the Book Fair easier. s-bf.com/learn
- ☐ Learn how you can earn up to \$200 extra Scholastic Dollars for your school. s-bf.com/sd
- ☐ Recruit volunteers to assist with setup, student shopping, and packing up.

Promote the Fair

- ☐ Visit Fair Files to download customizable letters, flyers, social posts, and other promotional resources. s-bf.com/fair-files
- ☐ Explore Book Fair flyers, book trailers, and more—perfect for sharing with students and families. s-bf.com/books
- ☐ Encourage families and teachers to set up a Book Fair eWallet and contribute to Share the Fair. s-bf.com/book-fair-ewallet s-bf.com/share
- ☐ Host a teacher preview event to give faculty members a sneak peek at the books. s-bf.com/preview