



SUFFOLK PUBLIC LIBRARY

POP-UP LIBRARY EQUIPMENT LIST

ITEM	WHAT KIND	WHERE WE GOT IT	NOTES
Banner	Vinyl, 8'x3'	Signs.com	Add grommets on all 4 corners
Blocks	Interlocking soft blocks	Environments	Any sort of jumbo blocks will work. Just make sure they are water resistant.
Chairs	Coleman camping oversized quad chair	Amazon	Something large enough to fit most sizes, foldable, and comfortable for long stretches of time
Foldable kid picnic tables	Lifetime Kid's Picnic Table	Amazon	Folds flat, great for kid crafts
Foldable tables	Economy 6' fold-in-half tables	ULINE	Big box stores have similar products, but we found they weren't as sturdy as these.
Hand truck	Magna Cart Elite	Amazon	Folds flat and compact, easy to use but would recommend something with a longer extending handle for taller staff members
iPad	iPad Air	Apple	Great for display and ILS access
iPad cable lock	iPad Locking Mount w/ cable	Displays2go.com	Cable locks iPad to table
iPad stand	PWR silver flex iPad stand	PWR+	
Jumbo Games	Jumbo Jenga, Tic Tac Toe, inflatable bowling	Amazon	Large games make it easier to keep track of pieces and attract attention
Literature holders	3 Tiered Acrylic Pamphlet Rack	Displays2go.com	Love how heavy duty this one is, wish there was something that folded flat
MiFi	Verizon Jetpack	Verizon	
Milk crates	Rigid, 12'x12'	ULINE	Also comes in collapsible but did not find those as sturdy for stacking

Outdoor pillows		Lowes	Something washable is a must.
Outdoor rug		Target	Helps define reading area
Pens		4imprint	Branded
Poster holders	T-Style 8.5"x11" and 11"x17"	Displays2go.com	These will get thrown around a bit so it's worth it to invest in a heavier acrylic.
Rechargeable fans	O2COOL 10" rechargeable fan	Amazon	Runs on batteries, AC adapter, and recharges via USB
Signs	Rigid Plastic w/ drilled holes	Signs.com	We learned the hard way that foam board signs are a terrible idea in the rain. Stick with rigid plastic.
Stacking plastic chairs	Kid-size Adirondack chairs	Lowes	Seating for kids in reading area
Stickers		Various	We've used a variety of places. Pro tip: Make sure backs of stickers are split for easy removal.
Stools	Marius Stool	Ikea	Stackable and cheap, easy seating if you want to seating for programming or a computer/iPad area
Storytime mats	Foldable gym mat	Discountschoolsupplies.com	Great for outdoor play area or storytimes
T-shirts		4imprint	Branded
Table covers	6' stretch, open back	Displays2go.com	Machine-washable, stretch is essential – fits around table legs so that wind isn't a factor.
Tent	10'x10' canopy tent, pop-up	Displays2go.com	More heavy duty than your usual sporting goods store tent, water resistant
Tent sand bags	E-Z Up Deluxe Weight Bags	Amazon	Keeping your tent in place on a windy day
Other things to pack:	Bug Spray, Ponchos, & Sunscreen Branded Giveaways (eg. wrist bands, stickers, pens, etc) Flyers & library card sign-up materials Colored pencils (crayons melt!) Zip Ties, tape, scissors and anything else you might need to secure things in the wind or patch things up on the fly!		