**Tabling or Booth at an Event Documentation Worksheet**

This Worksheet will help you keep track of the actions you’ve taken during Phase 4.

* Track the events you attended, how many people attended the event and how many people you engaged with during the event.
* Record how many people visit your booth and if they are students.

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| **Actions Taken** |
| How many events did your team table or set up a booth at? | *Example: We tabled at two events* |
| What are the names of the events that you tabled? | *Example: We tabled at the Brighton Earth Day Festival and the Brighton High School Club Fair* |

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| **Audience Members Reached** |
|  | # Community Members Reached | # Students reached |
| Total number of people who visited your table or booth |  |  |