

At the Copying Station, you will need:

- Extension cords and power strips
- 3 Copying Station tables (each table should be 6-8' in length)
- 2 portable USB external hard drives

For each Copying Station table, you will need:

- An electrical outlet
- 3 chairs for Copying Station Volunteers and Contributors
- Laptop computer
- USB mouse and mousepad
- Scanner and necessary drivers to connect scanners to laptops
- LCD projector (optional)
 - Portable projection screen or clean white/blank wall space (optional)
- Document envelope
- Paperclips
- 8 1/2x11 station signs in plexiglass frame