# Building the vendor team

05 · Vendors & Entertainment · about 11 minutes

Order of booking, how to find good vendors in the GTA, references, and the directory filters that save hours.

## Before you start

The event you are applying this to (real or the running gala example):

Date · guests · budget envelope:

## Work through the objectives

### 1. Book vendors in the right order

### 2. Vet vendors with three checks

### 3. Use the Directory filters

## Apply it: three decisions for your event

| DECISION | WHAT YOU CHOSE AND WHY | OWNER / BY WHEN |
| --- | --- | --- |

## Check your understanding

Book first

The three vendor checks are

Answers are on the lesson page after you take the quiz.

## One line to remember