



Client Information

Client Name (last, First): _____

Client Billing Address: _____

Client Phone Number: _____ Client Email Address: _____

Event Details

Event Type: _____ Event Location (Church, Ballroom, Field, etc.): _____

Delivery (yes or no): _____ Delivery Location: _____

Delivery Specific Notes (specific time/window, gate codes, etc.): _____

Rental Items

<p><u>Tenting</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Frame</td> <td style="width: 15%;"></td> <td style="width: 15%; text-align: right;">QTY</td> <td style="width: 55%;"></td> </tr> <tr> <td></td> <td>10x10</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>20x20</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>20x30</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>20x40</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>30x50</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>40x40</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td>Pole</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>40x40</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>40x60</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>40x80</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>40x100</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td>Walls</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>20'</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>10'</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td></td> <td>30'</td> <td style="text-align: right;">_____</td> <td></td> </tr> <tr> <td>Window</td> <td>Solid</td> <td></td> <td></td> </tr> <tr> <td>Flooring _____</td> <td>Liner _____</td> <td></td> <td></td> </tr> <tr> <td>Drapes _____</td> <td>Pole Covers _____</td> <td></td> <td></td> </tr> <tr> <td>Stake</td> <td>Blocks</td> <td></td> <td></td> </tr> </table>	Frame		QTY			10x10	_____			20x20	_____			20x30	_____			20x40	_____			30x50	_____			40x40	_____		Pole					40x40	_____			40x60	_____			40x80	_____			40x100	_____		Walls					20'	_____			10'	_____			30'	_____		Window	Solid			Flooring _____	Liner _____			Drapes _____	Pole Covers _____			Stake	Blocks			<p><u>Tables</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Banquets</td> <td style="width: 10%; text-align: right;">QTY</td> <td style="width: 50%;"></td> </tr> <tr> <td></td> <td>8ft</td> <td style="text-align: right;">_____</td> </tr> <tr> <td></td> <td>6 ft</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Round</td> <td></td> <td></td> </tr> <tr> <td></td> <td>48" (4')</td> <td style="text-align: right;">_____</td> </tr> <tr> <td></td> <td>60" (5')</td> <td style="text-align: right;">_____</td> </tr> <tr> <td></td> <td>72" (6')</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>Cocktail</td> <td></td> <td></td> </tr> <tr> <td></td> <td>30"</td> <td style="text-align: right;">_____</td> </tr> <tr> <td></td> <td>Height: 30" 42"</td> <td></td> </tr> <tr> <td>Farm</td> <td></td> <td></td> </tr> <tr> <td></td> <td>4'x8'</td> <td style="text-align: right;">_____</td> </tr> <tr> <td></td> <td>Picnic</td> <td style="text-align: right;">_____</td> </tr> </table>	Banquets	QTY			8ft	_____		6 ft	_____	Round				48" (4')	_____		60" (5')	_____		72" (6')	_____	Cocktail				30"	_____		Height: 30" 42"		Farm				4'x8'	_____		Picnic	_____	<p><u>Chairs</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%; text-align: right;">QTY</td> <td style="width: 55%;">Folding</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>White</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>Black</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>Brown</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>Resin Folding</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>White</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>Chivarri</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>Gold</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">_____</td> <td>Fruitwood</td> </tr> </table>			QTY	Folding			_____	White			_____	Black			_____	Brown			_____	Resin Folding			_____	White			_____	Chivarri			_____	Gold			_____	Fruitwood
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Flooring

Dance Floor
Size _____
Style : Black, White, Checkered,
Parquet

Staging
Total Pieces _____
Skirting ___ Turf ___

Glassware

QTY

Wine:
Red _____
White _____
Water Goblet (14oz) _____
Pint Glass (20oz) _____
Pilsner (14oz) _____
Pilsner Stout (12 oz.) _____
Old Fashioned (7 oz.) _____
Champagne Flute (5.75 oz.) _____
Old Fashioned Champagne _____
Martini _____
Margarita _____
Irish Coffee _____
Punch _____

Dishes and Flatware

China
Style: White Ivory Sahara White with
Silver Trim

Type of China **QTY**
Dinner Plate _____
Salad Plate _____
Dessert Plate _____
Bread and Butter Plate _____
Soup Bowl _____
Coffee Saucer _____
Chargers _____
Color: _____
Serving Platters _____
Details: _____

Flatware

Style: Beaded Baguette Hammered
Type of Flatware **QTY**
Fork _____
Teaspoon _____
Dinner Knife _____
Steak Knife _____ **No Specific style**
Soup Spoon _____
Serving Utensils _____
Details: _____