

Wedding Rental Checklist

REHEARSAL DINNER PARTY

LOCATION _____
DATE _____

GUEST SEATING

TABLES

- Rectangular Square
- Round Children's Size

CHAIRS

- Standard Folding White
- Garden Folding
- Chivari
- Children's Size

LINEN

- Tablecloths
Floor Length/Lap Length
- Napkins

CHINA

- Charger Plate BB Plate
- Dinner Plate Dessert Plate
- Salad Plate Cup and Saucer

FLATWARE

- Dinner Fork Teaspoon
- Dinner Knife BB Knife
- Salad Fork Other

BANQUET EQUIPMENT

- Salt & Pepper
- Cream & Sugar
- Table No. & Stand

BAR SERVICE

TABLES

- Bar Table Pedestal
- Portable Bar Cocktail
- Bar Back

LINEN

- Tablecloths

BARWARE

- All Purpose Goblet
- Champagne Flute
- Hi Ball
- Red/White Wine

SERVICE EQUIPMENT

- Ice Chests/Scoops
- Pitchers
- Punch Bowl/Ladle
- Trash Cans

FOOD SERVICE

SERVICE EQUIPMENT

- Waiter's Tray & Stand
- Prep Tables
- Chafing Dishes
- Pitchers
- Coffee Service
- Trash Cans

CEREMONY

LOCATION _____
DATE _____

CEREMONY SEATING

CHAIRS

- White Standard Folding
- White Garden Folding
- Gold Chivari

CHAIR ACCESSORIES

- Chivari/Cushions
Color/Style

SERVICES

- Delivery and Pickup
- Setup and Knock Down

TENTS POLE · FRAME · HIGH PEAK FRAME

TENTS

- Main Tent
- Catering Prep Tent

ACCESSORIES

- Side Walls

ELECTRICAL

- Lighting
- Heat/Air
- Generator

TENT ACTIVITIES

- Dance Floor
- Band Stage
- Head Table Stage
- Cake Table

PROFESSIONAL SERVICES PROVIDED

- * Site Visit
- * Expert Installation
- * Experienced Advice
- * Safety Features

Info@BigDPartyRentals.com

214-325-9396



www.BigDPartyRentals.com

WEDDING RECEPTION

LOCATION _____
DATE _____

GUEST SEATING

TABLES

- Rectangular Square
- Round Children's Size

CHAIRS

- Standard Folding White
- Garden Folding
- Chivari
- Children's Size

LINEN

- Tablecloths
Floor Length/Lap Length
- Napkins

CHINA

- Charger Plate BB Plate
- Dinner Plate Dessert Plate
- Salad Plate Cup & Saucer

FLATWARE

- Dinner Fork Teaspoon
- Dinner Knife BB Knife
- Salad Fork Other

BANQUET EQUIPMENT

- Salt & Pepper
- Cream & Sugar
- Table No. & Stand

BAR SERVICE

TABLES

- Bar Table Pedestal
- Portable Bar Cocktail
- Bar Back

LINEN

- Tablecloths

BARWARE

- All Purpose Goblet
- Champagne Flute
- Hi Ball
- Red/White Wine

SERVICE EQUIPMENT

- Ice Chests/Scoops Trays
- Punch Bowl/Ladle Pitchers
- Trash Cans

FOOD SERVICE BUFFET STYLE

BUFFET TABLES

- Rectangular Round
- Square Serpentine

LINEN

- Tablecloths

SERVING PIECES

- Chafing Dishes Bowls
- Trays Utensils

CAKE SERVICE

- Silver Plateau Knife/Server
- Plates/Forks Coffee Service
- Waiter Trays Napkins