## Wedding Rental Checklist

REHEARSAL DINNER PARTY	CEREMONY LOCATION	WEDDING RECEPTION LOCATION
DATE	DATE	DATE
GUEST SEATING	CEREMONY SEATING	GUEST SEATING
TABLES	CHAIRS	TABLES     □ Rectangular   □ Square
□ Rectangular □ Square □ Round □ Children's Size	<ul><li>□ White Standard Folding</li><li>□ White Garden Folding</li></ul>	□ Round □ Children's Size
CHAIRS	□ Gold Chivari	CHAIRS
□ Standard Folding White	- Cold Chilvan	☐ Standard Folding White
□ Garden Folding	CHAIR ACCESSORIES	☐ Garden Folding
□ Chivari	□ Chivari/Cushions	□ Chivari
□ Children's Size	Color/Style	☐ Children's Size
LINEN	SERVICES	LINEN
□ Tablecloths	□ Delivery and Pickup	□ Tablecloths
Floor Length/Lap Length	□ Setup and Knock Down	Floor Length/Lap Length
□ Napkins		□ Napkins
CHINA	TENTS POLE · FRAME · HIGH PEAK FRAME	CHINA
□ Charger Plate □ BB Plate	TENTS	☐ Charger Plate ☐ BB Plate
□ Dinner Plate □ Dessert Plate	☐ Main Tent	☐ Dinner Plate ☐ Dessert Plate
□ Salad Plate □ Cup and Saucer	☐ Catering Prep Tent	☐ Salad Plate ☐ Cup & Saucer
<b>FLATWARE</b> □ Dinner Fork □ Teaspoon	ACCESSORIES  □ Side Walls	FLATWARE  □ Dinner Fork  □ Teaspoon
□ Dinner Fork □ Teaspoon □ Dinner Knife □ BB Knife	ELECTRICAL	☐ Dinner Fork ☐ Teaspoon ☐ Dinner Knife ☐ BB Knife
□ Salad Fork □ Other	□ Lighting	□ Salad Fork □ Other
BANQUET EQUIPMENT	☐ Heat/Air	BANQUET EQUIPMENT
□ Salt & Pepper	□ Generator	□ Salt & Pepper
□ Cream & Sugar	TENT ACTIVITIES	☐ Cream & Sugar
□ Table No. & Stand	□ Dance Floor	☐ Table No. & Stand
	□ Band Stage	
BAR SERVICE	☐ Head Table Stage	BAR SERVICE
	□ Cake Table	TABLES
□ Bar Table □ Pedestal	PROFESSIONAL SERVICES PROVIDED	□ Bar Table □ Pedestal
<ul><li>□ Bar Table</li><li>□ Pedestal</li><li>□ Portable Bar</li><li>□ Cocktail</li></ul>	PROFESSIONAL SERVICES PROVIDED  · Site Visit	<ul><li>□ Bar Table</li><li>□ Pedestal</li><li>□ Portable Bar</li><li>□ Cocktail</li></ul>
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation	□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation  · Experienced Advice	□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation	<ul> <li>□ Bar Table</li> <li>□ Portable Bar</li> <li>□ Bar Back</li> <li>LINEN</li> <li>□ Tablecloths</li> </ul>
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation  · Experienced Advice	□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE □ All Purpose Goblet	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation  · Experienced Advice	□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE □ All Purpose Goblet
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE □ All Purpose Goblet □ Champagne Flute	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation  · Experienced Advice	□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE
□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE □ All Purpose Goblet □ Champagne Flute □ Hi Ball	PROFESSIONAL SERVICES PROVIDED  · Site Visit  · Expert Installation  · Experienced Advice	□ Bar Table □ Pedestal □ Portable Bar □ Cocktail □ Bar Back LINEN □ Tablecloths BARWARE □ All Purpose Goblet □ Champagne Flute
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	PROFESSIONAL SERVICES PROVIDED  ' Site Visit  ' Expert Installation  ' Experienced Advice  ' Safety Features  Info@BigDPartyRentals.com	□ 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
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□ 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	PROFESSIONAL SERVICES PROVIDED  ' Site Visit  ' Expert Installation  ' Experienced Advice  ' Safety Features  Info@BigDPartyRentals.com	□ 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
□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396	□ 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
□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396	□ 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
□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396	□ 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
□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396	□ 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
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□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396	□ 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
□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396	□ 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
□ 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	PROFESSIONAL SERVICES PROVIDED  Site Visit Expert Installation Experienced Advice Safety Features  Info@BigDPartyRentals.com 214-325-9396  PARTY RENTALS	□ 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