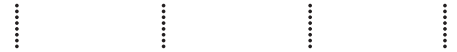


Rentals Worksheet



+

Rental Company: _____
 Contact: _____
 Phone: _____
 Email: _____
 Fax: _____
 Address: _____
 WWW: _____

Notes: _____

Tent Company: _____
 Contact: _____
 Phone: _____
 Email: _____
 Fax: _____
 Address: _____
 WWW: _____

Notes: _____

Lighting Company: _____
 Contact: _____
 Phone: _____
 Email: _____
 Fax: _____
 Address: _____
 WWW: _____

Notes: _____

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Rental Items

Tent:

Size
 ___ Height _____ Width _____ Length _____
 Style
 ___ Frame _____
 ___ Pole _____
 ___ Canopy _____
 Sidewalls
 ___ Solid white _____
 ___ Windows _____
 ___ Clear _____
 Flooring
 ___ Subfloors – Height off ground _____
 ___ Floor _____
 ___ Carpeting Color: _____
 ___ Artificial turf _____
 ___ Dance floor _____
 Lighting
 ___ Generators _____
 ___ Uplighting _____
 ___ Stage lighting _____
 ___ Spot lighting _____
 ___ Ceremony lighting _____
 ___ Dance floor lighting _____
 Temperature
 ___ Heaters _____
 ___ Air conditioning _____

Stage

___ Height _____ Width _____ Length _____

Tables:

Cocktail Tables Style No.: _____
 ___ Quantity _____
 ___ Size _____
 Cocktail Hour Chairs Style No.: _____
 ___ Quantity _____
 Reception Tables
 ___ Round: Style No.: _____ Quantity: _____
 ___ 48" Seats _____ number of guests
 ___ 54" Seats _____ number of guests
 ___ 60" Seats _____ number of guests
 ___ 66" Seats _____ number of guests
 ___ 72" Seats _____ number of guests
 ___ Square:
 ___ 48" Seats _____ number of guests
 ___ 60" Seats _____ number of guests
 ___ 72" Seats _____ number of guests
 ___ Rectangle: Style No.: _____ Quantity: _____
 ___ 4' Seats _____ number of guests
 ___ 6' Seats _____ number of guests
 ___ 8' Seats _____ number of guests

Head Table

___ Size _____ Shape _____ Style No.: _____

Cake Table

___ Size _____ Shape _____ Style No.: _____

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