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# WEDDING WEEKEND RENTAL CHECKLIST

2935 South State Highway 360 • Grand Prairie, TX 75052 • Phone (972) 336-0059 or (817) 336-0059 • Fax (972) 336-0605

www.RentalStops.com • sales@rentalstops.com

REHEARSAL DINNER PARTY	
<b>SEATING</b>	
TABLES	
<input type="checkbox"/> Rectangular	<input type="checkbox"/> Round
<input type="checkbox"/> Cocktail	<input type="checkbox"/> Children's
CHAIRS	
<input type="checkbox"/> Samsonite Folding	<input type="checkbox"/> Garden Folding
<input type="checkbox"/> Chivari	<input type="checkbox"/> Children's
LINENS	
<input type="checkbox"/> Tablecloths	<input type="checkbox"/> Overlays
<input type="checkbox"/> Chair Covers	<input type="checkbox"/> Napkins
CHINA	
<input type="checkbox"/> Bread Plate	<input type="checkbox"/> Dinner Plate
<input type="checkbox"/> Salad Plate	<input type="checkbox"/> Dessert Plate
<input type="checkbox"/> Bowl	<input type="checkbox"/> Cup and Saucer
<input type="checkbox"/> Beverage Glasses	
FLATWARE	
<input type="checkbox"/> Salad Fork	<input type="checkbox"/> Dinner Fork
<input type="checkbox"/> Dinner Knife	<input type="checkbox"/> Teaspoon
<input type="checkbox"/> Butter Knife	<input type="checkbox"/> Serving
<input type="checkbox"/> Soup Spoon	
BANQUET EQUIPMENT	
<input type="checkbox"/> Chafers	<input type="checkbox"/> Coffee Maker
<input type="checkbox"/> Punch Bowl	<input type="checkbox"/> Sugar Caddy
<input type="checkbox"/> Trays	<input type="checkbox"/> Carving Station
<input type="checkbox"/> Table Number and Stand	
<input type="checkbox"/> Crystal Salt/Pepper Shakers	
<b>BAR SERVICE</b>	
TABLES	
<input type="checkbox"/> Bar Table	<input type="checkbox"/> Portable Bar
<input type="checkbox"/> Cocktail	<input type="checkbox"/> Bar Stools
LINENS	
<input type="checkbox"/> Tablecloths	<input type="checkbox"/> Skirting
<input type="checkbox"/> Napkins	
BARWARE	
<input type="checkbox"/> All Purpose Goblet/Beverage	
<input type="checkbox"/> Beer/Mug/Pilsner	<input type="checkbox"/> Champagne Flute
<input type="checkbox"/> Hi Ball	<input type="checkbox"/> Punch Cup
<input type="checkbox"/> Red/White Wine	<input type="checkbox"/> Margarita
<input type="checkbox"/> Martini	<input type="checkbox"/> Carafe
SERVICE EQUIPMENT	
<input type="checkbox"/> Ice Chests/Scoops	<input type="checkbox"/> Passing Trays
<input type="checkbox"/> Pitchers	<input type="checkbox"/> Trash Cans
<input type="checkbox"/> Punch Bowls/Ladle	
<input type="checkbox"/> Frozen Drink Machine	
<b>FOOD SERVICE</b>	
SERVICE EQUIPMENT	
<input type="checkbox"/> Waiter's Tray/Stand	<input type="checkbox"/> Plate Covers
<input type="checkbox"/> Prep Tables	<input type="checkbox"/> Pitchers
<input type="checkbox"/> Coffee Service	<input type="checkbox"/> Trash Cans
<input type="checkbox"/> Cooking Equipment	
Warming Oven, Fryer Stove	
<b>AUDIO VISUAL</b>	
<input type="checkbox"/> Microphone – Wired/Wireless/Lapel	
<input type="checkbox"/> Speakers/Speaker Stands	<input type="checkbox"/> Screen
<input type="checkbox"/> Projector	<input type="checkbox"/> Sound System

CEREMONY	
<b>CEREMONY SEATING</b>	
<input type="checkbox"/> Samsonite Folding	<input type="checkbox"/> Garden Folding
<input type="checkbox"/> Chivari	<input type="checkbox"/> Children's
<b>CEREMONY DECORATIONS</b>	
<input type="checkbox"/> Assorted Candelabras - Brass, Black, Silver, White	
<input type="checkbox"/> Candelabras Candle Inserts	
<input type="checkbox"/> Candelabra Lighters - Brass, Black, Silver	
<input type="checkbox"/> Columns	
<input type="checkbox"/> Kneeling Bench - Brass, Silver	
<input type="checkbox"/> Arch - Brass, Black, Natural Wood, Silver, White	
<input type="checkbox"/> Votive Candles	<input type="checkbox"/> Lattice Dividers
<input type="checkbox"/> Display Easel	<input type="checkbox"/> Wood Podium
<input type="checkbox"/> Red Carpet	
<b>FRAME TENTS</b>	
TENTS	
<input type="checkbox"/> Main Tent	
<input type="checkbox"/> Marquee/Covered Walkway	
<input type="checkbox"/> Catering Prep Tent	
ACCESSORIES	
<input type="checkbox"/> Solid/Window Walls	
<input type="checkbox"/> Pole Covers/ Drapes	
<input type="checkbox"/> Glass Double Doors	
ELECTRICAL	
<input type="checkbox"/> Lighting	<input type="checkbox"/> Heating/Air
<input type="checkbox"/> Generators	
TENT ACTIVITIES	
<input type="checkbox"/> Dance Floor	<input type="checkbox"/> Band Stage
<input type="checkbox"/> Head Table Stage	<input type="checkbox"/> Cake Table
<b>PROFESSIONAL SERVICES</b>	
<input type="checkbox"/> CAD Drawings	
<input type="checkbox"/> Delivery & Pickup	
<input type="checkbox"/> Setup and Breakdown	
<input type="checkbox"/> Site Visit	
<input type="checkbox"/> Expert Installation	
<input type="checkbox"/> Experience Advice	
<input type="checkbox"/> Permits	
<input type="checkbox"/> Safety Features	
<input type="checkbox"/> Tent Graphics	
<b>WEDDING RECEPTION</b>	
<b>SEATING</b>	
TABLES	
<input type="checkbox"/> Rectangular	<input type="checkbox"/> Round
<input type="checkbox"/> Cocktail	<input type="checkbox"/> Children's
CHAIRS	
<input type="checkbox"/> Samsonite Folding	<input type="checkbox"/> Garden Folding
<input type="checkbox"/> Chivari	<input type="checkbox"/> Children's
LINENS	
<input type="checkbox"/> Tablecloths	<input type="checkbox"/> Overlays
<input type="checkbox"/> Chair Covers	<input type="checkbox"/> Napkins
CHINA	
<input type="checkbox"/> Bread Plate	<input type="checkbox"/> Dinner Plate

WEDDING RECEPTION (CONT...)	
CHINA (cont...)	
<input type="checkbox"/> Salad Plate	<input type="checkbox"/> Dessert Plate
<input type="checkbox"/> Bowl	<input type="checkbox"/> Cup and Saucer
<input type="checkbox"/> Beverage Glasses	
FLATWARE	
<input type="checkbox"/> Salad Fork	<input type="checkbox"/> Dinner Fork
<input type="checkbox"/> Dinner Knife	<input type="checkbox"/> Teaspoon
<input type="checkbox"/> Butter Knife	<input type="checkbox"/> Serving
BANQUET EQUIPMENT	
<input type="checkbox"/> Fountain	<input type="checkbox"/> Chocolate Fountain
<input type="checkbox"/> Chafers	<input type="checkbox"/> Coffee Maker
<input type="checkbox"/> Crystal Salt/Pepper Shakers	
<input type="checkbox"/> Punch Bowl	<input type="checkbox"/> Sugar Caddy
<input type="checkbox"/> Trays	<input type="checkbox"/> Carving Station
<b>BAR SERVICE</b>	
TABLES	
<input type="checkbox"/> Bar Table	<input type="checkbox"/> Portable Bar
<input type="checkbox"/> Cocktail	<input type="checkbox"/> Bar Stools
LINENS	
<input type="checkbox"/> Tablecloths	<input type="checkbox"/> Skirting
<input type="checkbox"/> Napkins	
BARWARE	
<input type="checkbox"/> All Purpose Goblet/Beverage	
<input type="checkbox"/> Beer/Mug/Pilsner	<input type="checkbox"/> Champagne Flute
<input type="checkbox"/> Hi Ball	<input type="checkbox"/> Punch Cup
<input type="checkbox"/> Red/White Wine	<input type="checkbox"/> Margarita
<input type="checkbox"/> Martini	
SERVICE EQUIPMENT	
<input type="checkbox"/> Ice Chests/Scoops	<input type="checkbox"/> Passing Trays
<input type="checkbox"/> Pitchers	<input type="checkbox"/> Trash Cans
<input type="checkbox"/> Punch Bowls/Ladle	
<input type="checkbox"/> Frozen Drink Machine	
<b>FOOD SERVICE Buffet Style</b>	
BUFFET TABLES	
<input type="checkbox"/> Rectangular	<input type="checkbox"/> Square
<input type="checkbox"/> Round	<input type="checkbox"/> Serpentine
LINEN	
<input type="checkbox"/> Tablecloths	<input type="checkbox"/> Skirting
SERVING PIECES	
<input type="checkbox"/> Chafing Dishes	<input type="checkbox"/> Trays
<input type="checkbox"/> Bowls	<input type="checkbox"/> Utensils
CAKE SERVICE	
<input type="checkbox"/> Silver Plateau	<input type="checkbox"/> Plates/Forks
<input type="checkbox"/> Knife/Server	<input type="checkbox"/> Waiter Trays
<input type="checkbox"/> Coffee Service	<input type="checkbox"/> Napkins
<b>AUDIO VISUAL</b>	
<input type="checkbox"/> Karaoke Machine	
<input type="checkbox"/> Spot Light Ball	
<input type="checkbox"/> Microphone – Wired/Wireless/Lapel	
<input type="checkbox"/> Speakers/Speaker Stands	
<input type="checkbox"/> Projector	
<input type="checkbox"/> Screen	
<input type="checkbox"/> Sound System	
<input type="checkbox"/> Uplighting	