



A V Party Rentals

EVERYTHING FROM TEASPOONS TO TENTS - SINCE 1968

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WEDDING GUIDE TO RENTAL SERVICES

For the Marriage of:

Bride _____ Groom _____

Phone _____ Phone _____

Church/Synagogue/Home/Garden: _____

Date: _____ Time: _____

Minister/Rabbi: _____

Rehearsal Dinner _____ Reception _____

Date: _____ Time: _____ Date: _____ Time: _____

Your wedding day is one of the most important days of your life and also a day for which plans must be made well in advance. A V Party Rentals can help you enjoy your own Wedding by providing many of the services needed to make your 'special day' beautiful. The following guide will help you outline "things to do" and services and items available from A V Party Rentals.

When planning your wedding day, begin by ordering and making reservations for:

CHECK LIST

ITEM	'X'	ITEM	
Number of Guests		Canopy/Tent	
Invitations, Response Cards, Reception Cards, Informals Style: _____ Quantity: _____		Tuxedos	
Church/Synagogue/Home/Garden		Gowns	
Florist		Transportation	
Caterer		Parking	
Bakery		Gifts	
Photographer		Favors	
Music		Decorations	

I. Ceremony Equipment	
A. Arches Style _____	Quantity _____
B. Candelabra Style _____	Quantity _____
C. Kneeling Benches _____	
D. Chuppah _____	
E. Entrance Canopy _____	
F. Flower Stands/Baskets _____	
G. Other Items _____	

II. Rehearsal Dinner	
A. Tables Size/Quantity: _____	
Tablecloths Size/Color _____	Quantity _____
Napkins – Color _____	Quantity _____
Umbrellas _____	Decorations/Center Pieces _____
B. Chairs – Style _____	
Quantity _____	
C. China – Style _____	
Quantity _____	
(Dinner plate, Salad plate, Dessert plate, Soup bowl, Coffee cup/saucer)	
D. Flatware – Style _____	
Quantity _____	
(Dinner fork, Dinner knife, Salad/Dessert fork, Teaspoon)	
Serving Forks _____	Serving Spoon _____
Tongs _____	
E. Serving Accessories Bowls _____	
Trays _____	
Punch Bowl/Ladle _____	Salt/Pepper _____
Creamer/Sugar _____	Coffee Maker _____
Tiered Serving Trays _____	
F. Chafing Dishes Style _____	
Size _____	Extra Pans _____

III. Reception
A. Canopy/Tent Size/Location _____ Sidewalls _____ Heating/Cooling _____ Lighting _____ Permits _____
B. Head Table Size/Quantity _____ Linen Size/Color _____ Skirting Length/Color _____ Canopy _____ Decorations/Center Pieces _____
C. Guest Tables Size/Quantity _____ Linen Size/Color _____ Umbrellas/Canopy _____ Decorations _____
D. Napkins Color/Quantity _____
E. Registration Table Style/Size _____ Guest Book Stand _____ Linen Length/Color _____ Decorations _____
F. Buffet Tables Size/Quantity _____ Linen Size/Color _____ Skirting Length/Color _____ Decorations _____
G. Cake Table Style/Size/Quantity _____ Linen Size/Color _____ Skirting (banquet table) Length/Color _____ Decorations _____
H. Gift Table Size/Quantity _____ Linen Size/Color _____ Skirting Length/Color _____ Decorations _____
I. Chairs Style/Color/Quantity _____
J. China Style/Color _____ Quantity _____ (Dinner Plate, Salad Plate, Dessert Plate, Soup Bowl, Coffee Cup/Saucer)
K. Flatware Style _____ Quantity _____ (Dinner Fork, Dinner Knife, Salad/Dessert Fork, Teaspoon) Serving Pieces Fork _____ Spoons _____ Tongs _____ Cake Knife/Server _____

<p>L. Glassware Water _____ Wine _____ Champagne _____ Other _____</p>
<p>M. Chafers Style/Size/Quantity _____ Extra Pans _____</p>
<p>N. Serving Accessories Serving Bowls _____ Platters _____ Trays _____ Salt/Pepper Shakers _____ Creamer/Sugar _____ Pitchers _____ Tiered Serving Trays _____ Bread Baskets _____</p>
<p>O. Dance Floor Style/Size _____ Canopy _____</p>
<p>P. Other Items Beverage Fountain _____ Coffee Maker _____ Punch Bowl _____ Bar Size/Skirt Color _____</p>

<p>V. Rental Information</p>
<p>A. Delivery or will call date/time:</p>
<p>B. Pick up or return date/time:</p>