

PARTY CHECKLIST

TABLES/LINENS

- Banquet
- Round
- Cocktail
- Bistro
- Linens
- Kwik Covers
- Other

CHAIRS

- Black & Chrome
- White & Chrome
- Garden
- Chiavari
- Throne
- Other

TENTS

- 10 X 10
- 10 X 20
- 20 X 20
- 20 X 40
- Other

FLOORING/STAGE

- Dance Floor
- Stage
- Red Carpet

SERVING/CATERING

- Dishware/Flatware
- Glasses
- Bar
- Chafers
- Serving Items
- Other



HEATING/COOLING

- Patio Heaters
- Fans
- Portable Coolers

AV EQUIPMENT

- Speakers
- Lights
- Microphone
- Lighting
- Other

PIPE & DRAPE

- Yes

MISCELLANEOUS

- Disco Ball
- Chocolate Fountain
- Margarita Machine
- Other

GAMES

- Corn Hole
- Bingo
- Horseshoe
- Boccee Ball
- Other