

# Wedding Rental Checklist

## Guest Seating

### Tables

- Round
- Rectangular
- Square
- Children's

### Chairs

- Plastic Contour Seat & Back Folding
- White Garden Folding
- Chiavari
- Café White Stackable
- Children's Plastic Stacking

### Linens

- Tablecloth, Floor Length
- Tablecloth, Lap Length
- Overlays
- Chair Covers/Shawls
- Chair Sashes
- Napkins

### China

- Charger Plate
- Dinner Plate
- Salad Plate
- Bread & Butter Plate
- Soup Bowl, Bouillon Cup
- Dessert Plate
- Cup & Saucer

### Flatware

- Dinner Fork
- Salad/Dessert Fork
- Cocktail Fork
- Dinner/Steak Knife
- Butter Knife
- Soup Spoon
- Tablespoon
- Teaspoon

### Other Table Needs

- Salt & Pepper
- Cream & Sugar
- Salad Dressing Bowls
- Table Numbers & Stands

## Food Service

- Buffet/Cake/Specialty Tables
- Linens/Skirting for Specialty Tables
- Chafing Dishes
- Coffee Maker/Server
- Bread Baskets
- Champagne Buckets
- Trays
- Pitchers
- Waiter Trays & Stands
- Trash Receptacles

## Bar Service

### Tables

- Bar Table
- Portable Bar
- Pedestal Cocktail Tables
- Bar Stools

### Linens

- Table Cloths
- Skirting for Bar Table
- Stretch Covers for Cocktail Tables
- Linen Overlay

### Glassware

- Goblet
- Wine
- On the Rocks
- Hi -Ball
- Mixer/Soda
- Martini
- Champagne
- Pilsner
- Tropical Cooler
- Irish Coffee Mug
- Punch Cups

### Service Pieces

- Margarita/Slush Machine
- Fill & Chill Table
- Ice Chests/Coolers
- Punch Bowl

## Specialty Items

- Chocolate Fountain
- Punch Fountain
- Head Table Staging
- Multi Media Projector & Screen
- Sound System
- Quebbie "DJ in a Box"
- Dance Floor
- Ice Sculpture Mold
- Ice Sculpture Lighted Tray
- Balloons/Helium
- High Chairs & Booster Seats
- Red Carpet Runner



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## Decor

### Backdrops

- Sheer Lighted Backdrop
- Solid Drapery
- Lattice Divider
- French Door
- Projection Screen

### Ceremonial

- Arch
- Columns
- Floor Candelabra
- Unity Candle
- Candle Lighter
- Mechanical Candles
- Kneeling Benches

### Reception

- Guest Book Stand
- Money Box
- Trees/Plants
- Centerpieces
- Table Vases
- Table Mirrors
- Votive Candle & Holder
- Battery Votive

## Tents

- Main Tent
- Prep Tent
- (Caterer/Bartender/Dressing)
- Marquee/Covered Walkway
- CAD Layout Drawing
- Permits
- Underground Utilities Marked

### Accessories

- Sidewalls
- Lighting
- Staging
- Dance Floor
- Fans
- Heaters
- Tent Liner
- Pole Covers
- Picket Fencing

Use this check list as a quick way to start the planning process. If you visit our showroom our experienced staff will answer all your questions and help you create your dream wedding. Photos of our equipment can be found on our website:  
www.cantonchairrental.com