



## Order Form

**Client Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

\_\_\_\_\_

**Event Date:** \_\_\_\_\_

**Attendee Number :** \_\_\_\_\_

**Location Address:** \_\_\_\_\_ (Physical Address)

\_\_\_\_\_ (City, State, Zip Code)

**Payment:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Contact Phone Number:** \_\_\_\_\_

**Drop Off Date:** \_\_\_\_\_

**Delivery Time:** \_\_\_\_\_

**Pick Up Date:** \_\_\_\_\_

### **Requested Items:**

**Chairs:**      **Item** \_\_\_\_\_                      **Quantity** \_\_\_\_\_

**Tables:**      **Item** \_\_\_\_\_                      **Quantity** \_\_\_\_\_

**Item** \_\_\_\_\_                      **Quantity** \_\_\_\_\_

**Glassware:**      **Item** \_\_\_\_\_                      **Quantity** \_\_\_\_\_

**Item** \_\_\_\_\_                      **Quantity** \_\_\_\_\_

Item \_\_\_\_\_ Quantity \_\_\_\_\_

**Dinnerware:** Item \_\_\_\_\_ Quantity \_\_\_\_\_

**Flatware:** Item \_\_\_\_\_ Quantity \_\_\_\_\_

**Linens:** Item \_\_\_\_\_ Quantity \_\_\_\_\_

**Garden Services:** Item \_\_\_\_\_ Quantity \_\_\_\_\_

**Catering Equipment: Item (s):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Heating:** Item \_\_\_\_\_ Quantity \_\_\_\_\_

**Special Requests:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Specific Instructions:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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