

WTR Wedding Rentals QUESTIONNAIRE

Client Names

Event Date

Phone Number

Guest Count

Email Address

Event Location

Tent

Traditional Pole Tent
 High Peak
 Frame Tent
 Clear Top
 Sailcloth

Is this taking place at a private residence or venue? Residence Venue

Are there any restrictions at this location we should be aware of?

No driving on the property
 No staking into the ground
 Power limitations

Must be delivered/picked up on certain dates or time
 If yes to any of the above, please specify:

Will you be needing linens? If yes, please specify colors:

Yes No

Will you be needing a tent permit?

Yes No Unsure

Seating

White Garden Chairs
 Folding Fruitwoods
 Natural Crossbacks
 Farm Benches
 Basic Chairs

Tables

Round Tables
 Rectangle Tables
 Cocktail/Hightops
 Farm Tables
 Sweetheart Table

Entertainment

DJ
 Band
 Stage
 Dance floor
 DJ Table

Arches

White Birch
 Lattice
 Hexagon
 Picture Frame
 Arrowhead

Dining Style

Buffet
 Sit-Down
 Food Trucks
 Other

Floor Plan

Head Table
 Gift Table
 Memorial Table
 Dessert Table

Vendor Needs

Catering Tent
 Buffet Tables
 Generator
 Bar

Decor & More

Chandeliers
 Uplighting
 Drapery
 Outdoor Lighting

Notes, Details, or Questions