

Information that is necessary for designing your event::

- Party Occasion?
- What is your theme, if any?
- What is your color(s) scheme?
- What is your accent color(s) if any?

SIZE AND STYLE OF GUEST TABLES

- How many guest tables will you be using?
- What is the shape of your guest tables?
- What is the size in inches or feet of your guest tables?
- How many chairs will be at each guest table?
- If using rectangular tables will chairs be on the two short sides as well?
- Will you need tablecloths for your guest tables?
- Would you like them almost to floor or lap length?
- Do you want centerpieces on your tables?

STYLE OF GUEST TABLE CHAIRS

- How would you describe your guest table chairs?
- Will you need to cover your guest table chairs?
- How many Chair Covers will you need?

ACCENT TABLES: CAKE, GIFT, SWEET, ETC

- What accent tables will you have?
- What is the shape of your accent tables?
- What is the size in inches or feet of your accent tables?
- Will you need tablecloths for your accent tables?