

# Event Questionnaire

Is your event indoor or outdoor? \_\_\_\_\_

Will there be plates, napkins, and utensils provided? \_\_\_\_\_

If no, then plastic or paper disposable items will be used and there will be a charge depending on how many people will be attending.

Will décor for food tables be provided? \_\_\_\_\_

If no, we use simple greenery and wood accents to decorate our table.

What are the colors of your wedding? \_\_\_\_\_

We need a 110 volt plug in, will that be available? \_\_\_\_\_

Who will we be working with on your event day?

Name \_\_\_\_\_ Phone \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Final Count \_\_\_\_\_ Final Payment Due Date \_\_\_\_\_

Final Payment Amount \_\_\_\_\_