

LOOT™

RENTAL CHECKLIST

ENTRY

- ☐ ENTRY FURNISHINGS + DECOR
- ☐ SIGN IN TABLE
- ☐ SIGNAGE HOLDERS + EASELS
- ☐ GIFT TABLE
- ☐ ARRIVAL DRINK STATION/BAR
- ☐ SEATING CHART DISPLAY

CEREMONY/STAGE

- ☐ CEREMONY SEATING
- ☐ ALTAR DECOR
 - ☐ RUGS
 - ☐ PLANTS + POTS
 - ☐ BACKDROP OR ARCH
 - ☐ VASES
- ☐ PODIUM
- ☐ STAGE FURNISHINGS

RECEPTION/DINING

- ☐ DINING TABLES
- ☐ DINING CHAIRS
- ☐ CANDLE HOLDERS
- ☐ TABLE DECOR
- ☐ LIGHTING
- ☐ COCKTAIL TABLES
- ☐ BARS
- ☐ LOUNGE SEATING
 - ☐ SOFA
 - ☐ COFFEE TABLE
 - ☐ SIDE TABLES
 - ☐ LOUNGE CHAIRS
 - ☐ BENCH
 - ☐ SOFA TABLE
 - ☐ RUGS
 - ☐ PILLOWS
 - ☐ VASES + SMALLS