



PREPARE FOR PICKUP

Chairs

All chairs must be stacked in the manner they were delivered.

If bags were provided, chairs must be bagged and then stacked upon pickup. excludes: Wooden Padded Folding Chairs, Cross Back or Chiavari Chairs

If your chairs came with removable pads, they must be removed and bagged. excludes: Cross Back and Chiavari Chairs

Tables

All tables including cocktails tables must be broken down up pickup.

Tables can be stacked or leaned against a wall. excludes: Farm Tables, Beechwood Tables, and Vintage Folding Tables

Linens

All dirty and used linens must be shaken free of crumbs or debris and loosely placed in the designated linen bag or box supplied at the time of delivery. Wet linens will mildew resulting in additional fees.

China, Glassware & Flatware

China, glassware, and flatware do not need to be washed, but please make sure that all pieces are scrapped free of food and liquids have been dumped and removed. All china, glassware, and flatware must be placed back into the original crate.

All serving pieces must be free of debris. This includes beverage dispensers, pitchers, ice buckets and containers, chafers, etc. They should be returned in the designated containers

Silver and Gold Plated Items

Silver or gold plated items including silver or gold plated flatware, should be free of debris and rinsed only with warm water. Do not wash. Please pat dry to remove excess water and return in the bags provided at the time of delivery.

Please ensure the security of the items and special crates or containers used. These items are your responsibility and must be stored in a safe place during the event.

