

TIBBETTS CREEK MANOR EQUIPMENT LIST:

Your Rental Labor Fee includes the set-up and tear-down of the following equipment.

The staff shows up prior to your facility access time to start setting up the facility owned equipment. This is the only equipment they are allowed to move/touch. Anything brought in by the renter is your responsibility.

PICTURE	TABLES & CHAIRS	QUANTITY	SIZE	COST
	60" Round Tables	12	Seats 8 Comfortably 5' W x 2.5' H	No Charge
	48" Round Tables	12	Seats 6 Comfortably 4' W x 2.5' H	No Charge
 (Cocktail Size)	30" Round Tables	6	Adjustable Height 2.5'- Seats 4 Maximum 3.0'- Use for decorations 3.5' - Use as cocktail tables	No Charge
	8' Rectangle Tables	6	8' L x 2.5' W x 2.5' H	No Charge
	6' Rectangle Tables	12	6' L x 2.5' W x 2.5' H	No Charge
	4.5' Rectangle Tables	4	4.5' L x 1.5' W x 2.5' H	No Charge
	4' Rectangle Table	1	4' L x 2' W x 2.5' H	No Charge
	Entry Table	1	4.5' L x 1.25' W x 2.5' H	No Charge
	Brown Folding Chairs	150	17.5" W x 34" H x 16"D	No Charge
	White Folding Chairs	300	17.5" W x 31"H x 15.5"D	No Charge
PICTURE	DECORATIONS	QUANTITY	SIZE	COST
	Square Arbor	1	4' W x 6.5' H x 1.75' D	\$50
	Iron Arbor	1	4'W x 7"H	\$50

PICTURE	AV EQUIPMENT	QUANTITY	SIZE	COST
	Sound System with Wireless Microphone *Two Wall-Mounted Speakers *Plays INSIDE Only *Not Portable	1	6 Disc CD Changer 1 Outlet for an iPod	\$200 *Plays Inside Only *Not Portable *Cannot be plugged in to
	TV & DVD Player *Portable Cart	1	36" Panasonic TV	\$50
	Wooden Podium *Available for inside use only	1	24" W x 46" H x 19" D	No Charge
	Easels	2	64" High	No Charge
PICTURE	SET UP EQUIPMENT	QUANTITY	SIZE	COST
	Ladder & Stepstool	1 Each	8' High & 3' High	No Charge
	Insulated Keg Cooler	1	Inside the Bin: 21" High x 21" Wide	No Charge
	Event Garbage Cans	4	19" W x 29" H x 19" D	No Charge
	Industrial Garbage Cans	6	22" W x 28"H x 21.5" D	
	Recycling Cans	6	20" W x 30" H x 11" D	
	Composting Bins *Including Liners	6	20" W x 30" H x 11" D	
	Dolly	1	19" W x 55" H x 17" D	No Charge

EQUIPMENT OPTIONS AND QUANTITIES ARE SUBJECT TO CHANGE.

Equipment NOT PROVIDED by the facility...

Extension Cords
Tape (NOT ALLOWED)
Scissors
Computer/Printer
Markers / Pens
Catering Supplies
Candelabras / Pillars
Plates & Glassware

Ceiling Fabric
Wood Chairs
Decorative Lights
A Frame Signs
Ice Maker / ICE
Linens
Table Centerpieces
Kegs

Batteries
Tools
Helium Tank / Balloons
High Chairs
Disco Ball / Centerpieces
Coffee Makers / Coffee Supplies
Aisle Runners
Heaters