

Reception site	
Address	
Contact person	
Phone/Fax	
Email	
# of guests/tables:	
DECORATIONS	FLORAL
Table skirts (color):	Centerpieces:
Napkins:	Dining Table:
Dining table:	
Candles:	BAR
Favors:	
AUDIO/VISUAL EQUIPMENT	DARKING
AUDIO/VISUAL EQUIPIVIENT	PARKING
AUDIO/VISUAL EQUIPMENT	PARKING
AUDIO/VISUAL EQUIPMENT	PARKING
AUDIO/VISUAL EQUIPMENT	PARKING
Costs:	PARKING
Costs: Food	PARKING
Costs:	PARKING
Costs: Food Setup/service Other charges	PARKING
Costs: Food Setup/service	PARKING
Costs: Food Setup/service Other charges	PARKING
Costs: Food Setup/service Other charges	PARKING
Costs: Food Setup/service Other charges GRAND TOTAL:	PARKING
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