



Pre-Rental Order Form

Company Name _____ Event Name 2025 ATA TDC - April 12th Date _____

Billing Address _____ City/State/Zip _____

Phone _____ Fax _____

Email _____ Authorized by _____

On Site Contact Name _____ Cell. Number _____

Delivery Date 4/10/2025 Pick Up Date 4/12/2025

On-site Delivery Information

Space Number _____	Will you be expecting additional deliveries on event day?	Yes	No	If Yes continue below...
Delivery Company Name _____	Vehicle Type _____	Catering/Support vehicle on site? If yes how many? _____		

Rental Items

Use last years rental invoices	Changes for this years event	Yes	No
Tent Space Requested _____	POWER _____		ADDITIONAL ITEMS _____
Total Square Feet _____ qty: _____	20Amp Outlet _____ qty: _____		(Examples: Gas Grill, Roll top chafer, ice chests, propane, colored cloth table covers, buffet tables etc.)
	Evaporative Space Cooler _____ qty: _____		_____ qty: _____
			_____ qty: _____
	CHAIRS (SET OF 2) _____		_____ qty: _____
	Poly Folding White Chairs _____ qty: _____		_____ qty: _____
			_____ qty: _____
Table Covers _____	TABLES _____		_____ qty: _____
6' Cover _____ qty: _____ Color: _____	6'Table _____ qty: _____		_____ qty: _____
8' Cover _____ qty: _____ Color: _____	8'Table _____ qty: _____		_____ qty: _____
72" Round Cover _____ qty: _____ Color: _____	72" Round Table _____ qty: _____		_____ qty: _____