

Prior to your event...

1. Verify your linen count. We do not refund once linens leave the store.
2. All linens are table ready. Round linens are sent out on hangers. Rectangular linens are wrapped in a saran wrap. Skirts are sent out on hangers. Napkins are either boxed or wrapped in saran wrap. Please save all hangers, bags, and boxes.
3. Plastic skirt clips are provided with skirting rental. Table thickness (at the edge) does vary. It is your responsibility to make sure table clips provided work on your tables. If they do not fit, straight pins can be used.
4. Should you need anything during your set up process please do not hesitate to call (888-453-6020). Our office is open Mon-Fri 9am-5pm and Sat 9am-2pm.

After your event...

1. Shake out linens to remove all confetti, crumbs, etc. and place in plastic bag. If linens are wet please do not put them in plastic bag for they will mold!
2. Collect all skirt clips.
3. Collect all hangers. Linens need not be put back on hangers; however, all hangers need to be returned or you will pay a hanger replacement fee of \$1 per hanger.
4. Check in at the front office prior to unloading. After paperwork in complete you will be directed to the party door to unload.
5. Thank you!