Atlas Party Rental
131 Commerce Road, Boynton Beach, FL 33426
www.atlaspartyrental.com
561.547.6565 Boynton, West Palm Beach
561.367.0304 Boca Raton, Delray
561.547.6088 Fax

	Today's Date	
Salesperson		

Billing Information			
Customer	Customer Fax		
Address	Customer E-mail		
City State Zip Code	Order Placed By		
Customer Phone	Method of Payment Cash Check Invoice Credit Card		
Alternate Phone			
Delivery & Pick-Up Information			
Event Name	Event Date Event Start Time		
Event Venue	Delivery Date Delivery Time		
Event Address	Pick-Up Date Pick-Up Time		
City State Zip Code	On-Site Contact Name		
Venue Phone	On-Site Cell Phone Number		
Venue Hours of Operation /	Is There a Tent? Yes Installation? Yes Breakdown? No		
Special Instructions or Situations	ONO ONO ONO		
Order Information	7		
Qty Tables	Qty Linens		
Qty Chairs			

Customer Name		_	Event (Date Delivery Date
vent	Name		Order I	Placed By
ord	er Information			Y
Qty	Chinaware Pattern		Qty	Coffee & Tea
	Dinner -			Coffee Maker -
	Salad -			Samovar -
	B/B -			Creamer -
	Cup -			Sugar -
	Saucer -			Other -
	Other -		Qty	Serving Pieces
	Other -			
Qty	Charger Pattern			
Qty	Flatware Pattern		Qty	Trays and Platters
	Dinner Knife -			
	Steak Knife -			
	Butter Spreader -			
	Dinner Fork -			
	Dessert/Salad Fork -		Qty	Bowls
	Oyster Fork -			
	Teaspoon -			
	Tablespoon -			
	Demi Spoon -			
	Other -		Qty	Chafers
	Other -			
	Other -			
Qty	Glassware Pattern			
	White Wine -			
	Red Wine -		Qty	Carnival & Meeting Equipment
	Flute -			
	Water -			
	Old Fashion/Rocks -			
	Highball -			
	Martini -		Qty	Miscellaneous
	Other -		[

Other -Other -Other -