

Today's Date: \_\_\_\_\_

# The Wilarie

*"A Diamond in the Rough"*

## BOOKING FORM QUESTIONNAIRE

Please print clearly & email to: [thewilarie@thewilariefoundation.org](mailto:thewilarie@thewilariefoundation.org)

NAME/S: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

EVENT DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

OCCASION: \_\_\_\_\_

TOTAL GUEST COUNT: \_\_\_\_\_ TOTAL BRIDAL PARTY INCL. BRIDE & GROOM: \_\_\_\_\_

WILL YOU NEED A HEAD TABLE: \_\_\_\_\_ NO. SEATED AT HEAD TABLE: \_\_\_\_\_ (ON STAGE OR FLOOR)

**FACILITY SPACES REQUESTED:** (check selections below)

Ballroom & Lounge \_\_\_\_\_ Ballroom, Lounge & Patio \_\_\_\_\_ Diamond Room \_\_\_\_\_

Diamond Room & Patio \_\_\_\_\_ Bridal Suite/Dressing Room/s \_\_\_\_\_

**BAR SERVICES REQUESTED:** (circle yes or no and indicate amount if applicable)

Cash: Y / N Consumption: Y / N \*Amount \$ \_\_\_\_\_ Exclude Bar \_\_\_\_\_

VIP Bottle Service: Y / N Special Requests: \_\_\_\_\_

**MUSIC:** (circle yes or no)

House DJ: Y / N Outside DJ/Vocalist/Band: Y / N \_\_\_\_\_

\* Outside DJ/Vocalist/Band must have own sound & equipment.

\* Additional fee of \$150.00 to hook into THE WILARIE Sound System. \_\_\_\_\_

**CATERING SERVICES:** (circle yes or no)

Buffet Meal: Y / N    Stationed Hors d'oeuvres: Y / N \_\_\_\_\_

Seated Meal: Y / N    Butlered Hors d'oeuvres: Y / N \_\_\_\_\_

**TABLE COVERINGS:** (indicate selections & colors below)

Linen Tablecloths Color: \_\_\_\_\_ Table Runner \_\_\_\_\_ Color: \_\_\_\_\_

Table Overlay \_\_\_\_\_ Color: \_\_\_\_\_ Fabric: \_\_\_\_\_

**CHAIR COVERS:** (circle yes or no & indicate color choices below)

No \_\_\_ / Yes \_\_\_ Color: \_\_\_\_\_ Chair Sash: Color: \_\_\_\_\_

Chair Band \_\_\_\_\_ Color: \_\_\_\_\_

**DINNERWARE:** (indicate selections & colors below)

China \_\_\_\_\_ Silverware \_\_\_\_\_ Glassware \_\_\_\_\_

Deluxe Plastic Plates /Color: \_\_\_\_\_ Silver or Gold Flatware (circle 1) \_\_\_\_\_

Standard White Plastic Plates & Flatware \_\_\_\_\_

Napkins: Linen \_\_\_\_\_ Color: \_\_\_\_\_ / Standard White Paper \_\_\_\_\_

**DECORATIONS:** (circle yes or no & color choices below)

House Centerpieces: Y / N    Description: \_\_\_\_\_

Balloon Bouquets: Y / N    Table Quantity \_\_\_\_\_ / Floor Quantity \_\_\_\_\_

Balloon Colors: \_\_\_\_\_

Ceiling Drape: Y / N    Colors: \_\_\_\_\_

**THE WILARIE** Party Lights: Y / N .....

Chiavari Chairs: Y / N    Color: \_\_\_\_\_

Client Supplied Back Drop: Y / N    Photo Booth: Y / N .....

Sheet Cake: Y / N    Colors: \_\_\_\_\_

Wording on cake: \_\_\_\_\_

\_\_\_\_\_

**Total** \_\_\_\_\_