



Fax Order Form

408-363-2500 / fax 363-2501
 events@exquisiteparty.com

Your Name: _____ Company Name (if applicable): _____
 Phone: _____ Email: _____ Fax: _____ Reservation Quote
 Event Date & Time: _____ New Customer Existing Customer

Check which applies:

Delivery Will-Call at Showroom

Delivery/Will Call Date: _____ For delivery, choose one: Standard Timed (specify): _____

Pick-Up/Bring Back Date: _____ For delivery, choose one: Standard Timed (specify): _____

Standard delivery and pick-up is between 9am - 5pm. Additional charges will apply for a timed delivery or a timed pick-up.

Delivery/Billing Address: _____ X-St: _____

City: _____ State: _____ Zip Code: _____

On-site Contact: _____ Cell Phone: _____ Business Residential

Elevator: Yes No Stairs: Yes No Long Carry over 30 feet: Yes No If yes, # of feet: _____

Special Delivery Instructions: _____

Tables	Chairs	China	Flatware
(Please write in quantities)	Chiavari:	Pattern:	Pattern:
Rounds:	Qty: _____ (circle one):	Qty	Qty
____ 30" ____ 36" ____ 48"	Black / Gold / Silver / Copper		Dinner Fork
____ 60" ____ 66" ____ 72"	Mahogany / Walnut / Pearl	Dinner Plate	Salad Fork
Kiosks (42" high):	Cushion: White / Ivory / Black	Salad/Dessert Plate	Dinner Knife
____ 24" ____ 30" ____ 36"	Resin:	Bread & Butter Plate	Butter Knife
Banquet (30" wide):	____ White ____ Black	Soup Bowl	Tablespoon
____ 4' ____ 6' ____ 8'	Wood:	Coffee Cup	Teaspoon
Square:	____ White ____ Black	Saucer	
____ 48" ____ 54"	____ Natural	Coffee Mug	Other:
Conference (18" wide):	Samsonite:	Other:	
____ 6' ____ 8'	____ White ____ Black		
Other:	____ Grey		
	Other:		

Glassware		Linen		
Qty.	Pattern:	Qty.	Size	Linen
	Red Wine	exd 5	120" Round	Cotton Red
	White Wine			
	Water			
	Champagne Flute			
	Other:			
	Martini ____ oz.			
	Hi Ball			
	Old Fashioned			
	Double Old Fashioned			
	Other:			

Additional Items/
Special Instructions:

A sales representative will contact you within 24 hours to confirm your order request.