



**Plaza Event
 Equipment Rental Form**

Tents/ Canopies/ Marquis *Quantity*

10' x 10' Erected	
Additional 10' sections	
15' x 15' Erected	
Additional 10' sections	
20' x 20' Erected	
Additional 10' sections	
30' x 30' Erected	
Additional 10' sections	
40' x 40' Erected	
Additional 10' sections	

Sidewalls - Framed Tents

White Sidewall (7' tall)	
White w/ French window	
Clear Sidewall	

Canopy Flooring

Wood Flooring (4' x 4')	
Wood Flooring with carpet (4' x 4')	

Chairs

Samsonite (White-Indoor)	
Samsonite (Brown-Indoor / Outdoor)	
Wood (White w/ padded seats)	
Wood (Black w/ padded seats)	
Wood (Natural w/ padded seats)	
Wood (Ecru w/ padded seats)	
Gray Padded Conference Chair	
Ballroom Chair (Mahogany w/ Burgundy or Ivory pad)	
Chiavari Chair (Gold, Silver, Walnut or Natural w/ Cushion)	
Children (Red, Blue, White or Green)	

Miscellaneous

High Chair – Wood	
High Chair – Plastic w/ tray	
Bar Stool (Natural or Black)	
Bar Stool, Chiavari (Fruitwood or Gold w/ cushion)	

Tables

6' x 30" Banquet	
8' x 30" Banquet	
6' x 18" Conference	
30" Square	
1/2 Round (60")	
Serpentine (8' Diameter)	
Serpentine (10' Diameter)	
30" Round (Cocktail)	
36" Round (Seats 4)	
48" Round (Seats 6)	
54" Round (Seats 6-8)	
60" Round (Seats 8-10)	
72" Round (Seats 10-12)	
Umbrella Table (includes base, umbrella) White Plastic	
Umbrella Table – 60" round, multicolored, includes linen & base	
30" Cocktail Table (42" height, no stools)	
36" Cocktail Table (42" height, no stools)	

Basic Linens

45" x 45" (Square)	
54" x 54"	
60" x 60"	
72" x 72"	
80" x 80"	
90" x 90"	
90" (Round)	
96"	
108"	
114"	
120"	
132"	
60" x 120" (Rectangle)	
90" x 108"	
90" x 132"	
90" x 156"	

Podiums

Professional Floor Model w/ Sound (Oak)	
Floor Model w/o Sound (Black)	

Dance / Staging and accessories

Staging – Set Up Included	
Section (4 x 4) w/ carpet	
Section (4 x 2) w/ carpet	
Skirting (Per linear foot)	

Stanchions

Stanchions (White or Black) each - Plastic	
Ropes (White or Black) per section – Plastic Chain, per foot	
Stanchions (White or Black) each - Chrome	
Ropes (Velour) 5' per section	

Security

Off-duty Police: Each officer is paid \$25 an hour with a minimum of 4 hours. Size and scope of event will determine quantity and type of officers needed. Events having alcohol will require Off-duty Police. Security plans must be approved in advance by the Sugar Land Police Department – see rules and regulations or application for additional information.

Sound, Lighting and Video

Sound System	
Lighting	
Video (Not suggested for day events. Night only)	