

**Simpson House Event Information
Due by Two Weeks Prior to Event Date**

Date of Simpson House Event: _____

Time of Rental Period: _____ to _____ (\$100/hr after initial 8hr rental period)

Name of Person Responsible: _____

Cell Phone Number of Person Responsible: _____

Tables Needed

(15) 48" Rounds: _____

(10) 30" Bar Height Rounds: _____

(10) 30" Dining Rounds: _____

(4) 2'x2' Square: _____

(8) 3'x6' Rectangular: _____

(5) 4'x2' Rectangular: _____

(2) 30"x8' Rectangular: _____

Linens Needed (\$8ea)

90"x90" Square: Color _____ / Count _____

90"x90" Square: Color _____ / Count _____

80"x80" Square: Color _____ / Count _____

80"x80" Square: Color _____ / Count _____

Color Options:

White / Black / Apple Green / Chocolate Brown / Forest Green / Grey / Ivory / Navy / Peach /
Raspberry / Red / Sandalwood / Turquoise / Violet / Wedgewood Blue / Yellow

PA Speaker with microphone (\$100): Yes / No

Submit as an attachment to: SimpsonHouseKC@Gmail.com