

COLUMBIAN CLUB OF KENILWORTH

191 MARKET STREET KENILWORTH, NJ 07033

For Non-Food Renters:

Renters providing own food should consider the following items to ensure a successful event.

When planning menu and décor, keep in mind you will have 1 1/2 hour set up time and on 30 mins to clean & exit

| | | | | |
|--|-------------------------------|--|--|----------------------------------|
| | Linens: | | | Chafing Dishes / Wire Racks |
| | Guest Tables 60" Round Tables | | | Water Pans |
| | Banquet Table 8 ft. long | | | Sternos |
| | Square 36" | | | Lighter/Matches to light sternos |
| | Plates: | | | Pot Holders |
| | Appetizer | | | Dish Towels |
| | Dinner | | | Dish Detergent |
| | Dessert | | | Paper Towels |
| | Bowls: | | | Aluminum Foil / Saran Wrap |
| | Salad | | | Take out containers |
| | Snacks | | | |
| | Utensils: | | | Beverges: |
| | Forks | | | Cups for Drinks / Soda |
| | Knives | | | Coffee Cups |
| | Spoons | | | Lemons, Limes |
| | Serving Utensils: | | | Sugar |
| | Spoons | | | Milk |
| | Tongs | | | Straws |
| | Knives (Carving or Cake) | | | Stirrers |
| | Serving Dishes: | | | Cocktail Napkins |
| | Platters | | | |
| | Bowls | | | |
| | | | | |

****T & L can provide the following items for non-food hall rentals:**

Items must be ordered at least two weeks prior to event to ensure availability

Linens: requires 1 week notice

Tablecloths: \$8.00

90" x 90" for round tables - choice of color

72"x120" for long tables - choice of color

Napkins: \$.50 each

choice of color

Chair Covers: requires 2 week notice

White or Black Spandex: \$2.50 each

includes setting up and removing

(chair covers minimum 50)

Chair Bands: may require 2 weeks notice

choice of color \$1.00-\$1.50 each