



RENTING
The Smart Way
To Get Things Done.

TENT SIZING WORKSHEET

Name: _____

Event Date/Time: _____

Event Type: _____

Set Up Date/Time: _____

Tear Down Date/Time: _____

# of People Seated		Sq. Ft.
No Tables (Theater Style)	_____ x 6 Sq. Ft./Person =	_____
Round Tables	_____ x 12 Sq. Ft./Person =	_____
Banquet Tables	_____ x 10 Sq. Ft./Person =	_____
Head Table	_____ x 20 Sq. Ft./Person =	_____
# of People Standing		
No Tables	_____ x 6 Sq. Ft./Person =	_____
Some Small Tables (Cocktail)	_____ x 8 Sq. Ft./Person =	_____
# of serving Tables		
Buffet Tables	_____ x 100 Sq. Ft./Table =	_____
4' Round Cake Tables	_____ x 50 Sq. Ft./Table =	_____
5' Round Cake Tables	_____ x 75 Sq. Ft./Table =	_____
4' Round Beverage Tables	_____ x 50 Sq. Ft./Table =	_____
5' Round Beverage Tables	_____ x 75 Sq. Ft./Table =	_____
# of Other Tables		
Gift Tables	_____ x 100 Sq. Ft./Table =	_____
Guest Book Tables	_____ x 50 Sq. Ft./Table =	_____
Other Tables	_____ x _____ Sq. Ft./Table =	_____
Other		
Bars	_____ x 150 Sq. Ft. =	_____
D.J.	_____ x 50 Sq. Ft. =	_____
Band Stage (Seated)	_____ x 12 Sq. Ft./Person =	_____
Band Stage (Rock/Active)	_____ x 36 Sq. Ft./Person =	_____
Other Stage	_____ Length x _____ Width =	_____
Dance Floor	_____ Couples x 9 Sq. Ft. =	_____
Dance Floor (Alt. Method)	_____ Length x _____ Width =	_____
_____	_____ =	_____
_____	_____ =	_____

Seating Capacity	
4' Round	6 - 8
5' Round	8 - 10
6' Round	10 - 12
6' Banquet	6
8' Banquet	8

Dance Floor	# Couples
9' x 12'	12
12' x 12'	16
12' x 15'	20
15' x 16'	26
18' x 20'	40
20' x 21'	46
18' x 24'	48
20' x 24'	53
21' x 24'	56
24' x 24'	64

TOTAL SPACE REQUIREMENT

Flooring Requirement

Subtract from total space requirement

Stage Sq. Ft. - _____

Dance Floor (If underlayment not required) - _____

Other unfloored area _____ - _____

Total Flooring Requirement = _____

Directions: _____

GROUND'S CHECK

Surface Type	<input type="checkbox"/> Grass	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Other _____	Comment
Sprinkler System	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Natural Gas/Propane	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Cable/Phone	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Electrical	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Overhead Wiring	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Overhead Obstruction	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Customer Located Utilities?	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____
Customer Use Locating Svc?	<input type="checkbox"/> yes	<input type="checkbox"/> no		_____

North Carolina One Call (800)632-4949

NOTES:

Tent Size	Sq. Ft.	Style	Color*
10' x 10' (EZ-Up)	100	F	b,r
10' x 10'	100	F	
10' x 20'	200	F	
15' x 15'	225	F	
20' x 20'	400	F,P	b,g,r,y
20' x 30'	600	F,P	
20' x 40'	800	F,P	y
30' x 30'	900	F,P	
30' x 50' (Oval)	1200	P	y
30' x 45'	1350	F,P	
40' x 40'	1600	P	
30' x 60'	1800	F,P	
40' x 60'	2400	P	
40' x 80'	3200	P	
40' x 100'	4000	P	

SKETCH

Available Styles: P = Pole (Higher Peak, Center Poles)
 F = Frame (No Center Poles, Fewer Stakes)

Colors: *All Tents are available in White
 b = Blue/White Striped
 g = Green/White Striped
 r = Red/White Striped
 y = Yellow/White Striped