

# Welcome Dinner Inventory Checklist

## GUEST TABLES



- Centerpieces
- Guest Tables
- Guest Table Linens
- Napkins
- Chairs
- Table Numbers and Holders
- Table Runners
- Bride and Groom Toasting Flutes
- Chargers
- Candles and Candle Holders
- Flower/Greenery Garland
- Escort Card Table
- Escort Cards or Table Assignment Poster
- Escort Card Table Linen
- Glassware
- Flatware
- Easels

## OTHER TABLES



- Gifts for Parents
- Gifts for Bridal Party
- Gift Table and Linen
- Cocktail Tables
- Cocktail Table Linens
- Cocktail Table Sashes
- Guestbook and Pen
- Guest Book Table and Linen
- Candles and Candle Holders

## MISCELLANEOUS



- Engagement Photos
- Welcome Bags
- Welcome Sign and Easel
- Note for Each Welcome Bag
- Area Map for Welcome Bags
- Bottled Water for Welcome Bags
- Lighters
- Cake/Dessert Table and Linen
- Cake Topper
- Cake Stand and Platters
- Candles and Candle Holders
- Chair for Musician or DJ
- Ice