

## TENT SIZING

### *Banquet/Reception*

# of guests seated at 5'/6' round table		x	12 sq.ft./person	=		sq.ft.
# of guests seated at 6'/8' rectangular tables		x	10 sq.ft./person	=		sq.ft.
# of guests standing (no tables)		x	6 sq.ft./person	=		sq.ft.
# of guests standing (some small tables)		x	8 sq.ft./person	=		sq.ft.
# of attendants at head table		x	20 sq.ft./person	=		sq.ft.
# of buffet tables		x	100 sq.ft./table	=		sq.ft.
# of 30" round cake tables		x	50 sq.ft./table	=		sq.ft.
# of 4' round cake /dessert table		x	75 sq.ft./table	=		sq.ft.
# of 6'/8' gift table		x	100 sq.ft./table	=		sq.ft.
# of 6'/8' guest book table		x	50 sq.ft./table	=		sq.ft.
# of 6' portable bars		x	100 sq.ft./bar	=		sq.ft.
DJ area		x	100 sq.ft.	=		sq.ft.
# of band members (unless otherwise stated)		x	30 sq.ft./member	=		sq.ft.
Of people on dance floor (65% of attendance)		x	2 – 4 sq.ft./person	=		sq.ft.

### *Ceremony/Presentation*

# of guests seated classroom style		x	8 sq.ft./person	=		
# of guests seated theatre style(chairs in row)		x	6 sq.ft./person	=		
Ceremony area (dependant of preference)	10	x	10 sq.ft.	=		
Aisle (3' wide x _____ length)		x		=		
Total space required				=		sq.ft.