

# ORDERING YOUR TABLE LINENS

Linen inventory requirements are computed by considering one day's use in service, one day's use on the shelf and one day's use in the laundry as a minimum.

Napkins should always be inventoried at 4 to 5 times the table cloth requirements to compensate for 2 place and 6 and 8 place settings. Your needs may vary according to actual experience. Remember to allow at least twenty-four hours of shelf time to all items to improve the flat-dry appearance and to 'rest' the fabric.

Example:

## TABLECLOTHS

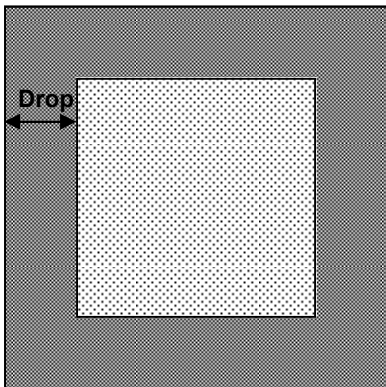
Number of tables	40
Turns per day	2.5
One day's use	100
Times 3 days	300 pcs

## NAPKINS

4 times (minimum) the amount of tablecloths is recommended.

$$300 \times 4 = 1200 \text{ napkins}$$

This above example is figured for an on-site laundry or daily delivery service. Rarely will a restaurant have 40 tables of the same size so the figures will need to be adjusted to accommodate each table size and usage.



## HOW TO MEASURE SPECIAL SIZES

### SQUARE OR RECTANGULAR TABLES

1. Measure the table - For this example we will use 36" x 96"
2. Figure the amount of drop (or drape) you would like from the edge of the table. Generally, the longer the drape, the more formal the service. A 9" to 12" is usually sufficient. A formal drop is 15".
3. Double this drop number (i.e.  $10" \times 2 = 20"$ ) and add this to the table width measurement (i.e.  $36" + 20" = 56"$ )
4. Find the closest standard width fabric available— Cotton and cotton/polyester blends standard widths are 45", 54", 64", 72" and 90". Polyester standard widths are 42", 52", 62", 71" and 90". Subtract the table WIDTH from the fabric WIDTH and divide by 2 to find the drop that width

*Example*

$54"$	$64"$
$-36"$	$-36"$
$18"/2 = 9"$ drop	$28"/2 = 14"$ drop

would give you:

5. Determine which of these drops is appropriate for you

*Example*

$9"$ drop	$14"$ drop
$\times 2$	$\times 2$
$18" + 96"$ (table length) = 114" drop	$28" + 96"$ (table length) = 124"

and add double this drop to the LENGTH of the table.

6. The exact tablecloth size for this 36 x 96" table is either 54 x 114" or 64 x 124" Standard banquet lengths are 110", 120" or 126" so the best choice for this table would be 54x120" or 64 x 126" (width drops and length drops do not necessarily have to be the same

## TABLES

Height = 29 to 31 inches

Depth of each place setting (measure from the edge of the table in front of the diner, toward the middle) = 14" minimum.

## PLACESTTINGS

### MINIMUM WIDTH

Fine dining = 27"

Normal = 24"

### AISLE MINIMUM WIDTH

Occasional Service = 30"

Regular Service = 36"

**ROUND TABLES USING SQUARE CLOTHS**

1. Measure the diameter of a round table - For this example we will use 36".
2. Subtract the table diameter from an appropriate square tablecloth diagonal.  
(See chart for standard squares' diagonals)

*Example:*  
 90.5" (diagonal of a 64"x 64")  
 -36" (diameter of table)  
 64.45" + Total point (the corner of the cloth)  
 drop off table

3. Divide this point drop by 2 to determine the drop of all four corners off the table.

*Example:*  
 54.5" / 2 = 27.25" Drop

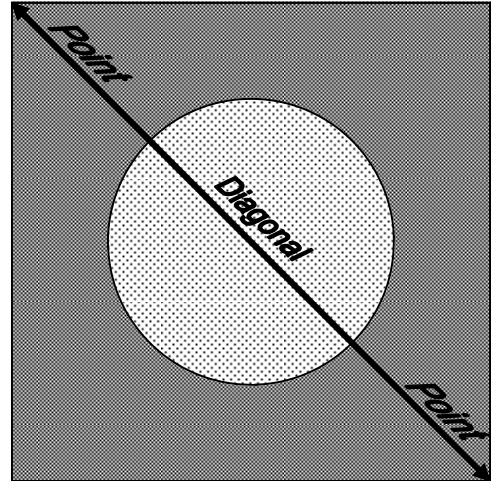
*Note: This point drop should not exceed 28" since a standard table height is 30". The drop on the sides of the table is determined the same as "A" above. For example: 64" - 36" = 28" / 2 = 14" drop.*

*Formula:*  
 Diagonal of cloth - diameter of table / 2 = Length of drop points

**SIZING THINGS UP**

Here is a list of standard cloth sizes and the table shapes and sizes they fit:

If your table measures	Table Shape	Tablecloth Size
28x28" to 30x30"	■	54 x 54"
36" diameter	●	64 x 64"
30 x 48"	■	54 x 72"
36 x 36" to 40 x 40"	■	64 x 64"
60" to 66" diameter	●	81 x 81"
30 x 72"	■	54 x 96"
48 x 48" to 52 x 52"	■	72 x 72"
72" diameter	●	90 x 90"
40 x 72"	■	64 x 96"
40 x 96"	■	64 x 120"
40 x 120"	■	64 x 144"



**DIAGONALS FOR ROUND TABLES**

Size	Diagonal
45 x 45"	63.6"
54 x 54"	76.4"
64 x 64"	90.5"
72 x 72"	101.8"
81 x 81"	114.6"
90 x 90"	127.3"

A round table with a diameter of 60" or 66" takes an 81 x 81" square tablecloth.

A round table with a diameter of 72" takes a 90 x 90" square tablecloth.

**DIAMETERS OF ROUND TABLES**

32" FOR 3 PEOPLE  
 40" FOR 4 PEOPLE  
 50" FOR 6 PEOPLE  
 60" FOR 8 PEOPLE  
 66" FOR 8-10 PEOPLE  
 72" FOR 10 PEOPLE

# METRIC CONVERSION CHART

INCHES	CENTIMETERS
17	43.18
18	45.72
20	50.80
21	53.34
22	55.88
24	60.96
36	91.44
42	106.68
45	114.30
52	132.08
54	137.16
62	157.48
64	162.56
72	182.88
81	205.74
90	228.60
96	243.94
108	274.32
110	279.40
114	289.56
120	304.80
126	320.04
132	335.28
144	365.76



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# COMMON CASE WEIGHTS

## PERMALUX® COTTONBLEND MOMIE WEAVE

NAPKINS		
FINISHED SIZE	6 DZ	25 DZ
17 x 17	8 LBS	32 LBS
20 x 20	10 LBS	41 LBS

TABLECLOTHS— SQUARES & BANQUETS	
FINISHED SIZE	1 DZ
45 x 45	8 LBS
54 x 54	11 LBS
54 x 64	13 LBS
54 x 72	14 LBS
54 x 90	17 LBS
54 x 96	20 LBS
54 x 120	24 LBS
54 x 126	26 LBS

64 x 64	15 LBS
64 x 120	27 LBS
64 x 126	29 LBS
72 x 72	19 LBS
81 x 81	24 LBS
90 x 90	30 LBS

ROUNDS - FINISHED SIZES	
60"R	13 LBS
81"R	20 LBS
87"R	23 LBS
120"R	39 LBS
132"R - 1/2DZ	24 LBS

## BEAUTI-DAMASK® COTTONBLEND

NAPKINS		
FINISHED SIZE	6DZ	25 DZ
10 x 10	3 LBS	11 LBS
20 x 20	13 LBS	51 LBS
22 x 22	15 LBS	58 LBS

TABLECLOTHS— SQUARES & BANQUETS	
FINISHED SIZE	1DZ
45 x 45	10 LBS
54 x 54	13 LBS
64 x 64	18 LBS
72 x 72	23 LBS
81 x 81	30 LBS
90 x 90	35 LBS
54 X 72	17 LBS
54 X 90	21 LBS
54 X 120	28 LBS
54 X 126	

TABLECLOTHS— ROUNDS	
FINISHED SIZE	1DZ
60"R	14 LBS
81"R	21 LBS
87"R	26 LBS
	1/2 DZ
120"R	52 LBS
132"R	50 LBS

## 7.2 OZ 100% MJS SPUN POLYESTER

NAPKINS		
FINISHED SIZE	6 DZ	25 DZ
20 x 20	12 LBS	50 LBS
22 x 22	15 LBS	55 LBS

TABLECLOTHS— SQUARES	
FINISHED SIZE	1 DZ
42 x 42	9 LBS
52 x 52	12 LBS
62 x 62	16 LBS
	1 DZ
71 x 71	22 LBS
85 x 85	33 LBS
90 x 90	35 LBS

TABLECLOTHS - BANQUETS	
FINISHED SIZE	1 DZ
52 x 72	17 LBS
52 x 92	22 LBS
52 x 96	24 LBS
52 x 114	26 LBS
52 x 120	30 LBS
90 x 132	53 LBS
90 x 156	60 LBS

TABLECLOTHS - ROUNDS		
FINISHED SIZE	1/2 DZ	1 DZ
90"R	N/A	28 LBS
120"R	25 LBS	50 LBS
132"R	29 LBS	N/A