Smilestones DJ Services, LLC
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Smilestones DJ Services smilestonesdj summers00

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Common Process Flow for Wedding DJ Service

START

MONTHS BEFORE WEDDING

- Couple finds Smilestones DJ Services (web, social media, referral, wedding show, etc.)
- Couple emails or talks with Kevin at Smilestones to get initial information
- Couple & Kevin have an Introduction Meeting, typically in person at coffee shop near to couple, & provides a DJ Info Packet & DJ Contract
- Couple decides to book Smilestones as their wedding DJ (YAY!) & picks any extra services they want to include
- Couple completes & signs DJ Contract & provides down payment; this officially books the couple's date with Smilestones
- Couple & Kevin schedule the Detailed Consultation 4-6 weeks before the wedding
- Kevin works with couple on any preliminary planning info, such as custom monogram design
- Along the way, couple asks questions when/if they come up during the planning process
- Couple thinks of special moment songs & possibly even compiles a playlist of a few of their favorite songs for Kevin

1 MONTH BEFORE WEDDING

- Detailed Consultation: couple meets with Kevin for 90-120 minutes to complete DJ Plan Template for timeline, names of people, songs, etc.
- Couple texts or calls Kevin with any song changes/additions, questions that come up, etc.
- Kevin visits venue & discusses venue logistics with representative, if not already familiar
- Kevin develops DJ Script of timeline, songs, activities, & announcements (will be shared with other vendors on wedding day for coordination)

WEEK OF WEDDING

- About a week before the wedding, Kevin touches base with the couple & shares final draft DJ Script for the day (for review/edits)
- If providing ceremony service, Kevin will attend rehearsal (if available) to participate
- On the BIG DAY, Kevin executes the plan as DJ & MC, smoothly reacting to changes & surprises, to deliver the perfect wedding!
- Kevin reaches out to request a review, & shares a highlight video "from the DJ booth"

Married!

In-person activity with DJ Kevin | Virtual activity or other

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