

Reception Details Form

Bride's Name: _____ Phone: _____

Groom's Name: _____ Phone: _____

Mailing Address:

Bride's Email: _____

Groom's Email: _____

Wedding Date: _____

Venue Name: _____

Venue Address:

Approximate number of guests attending: _____

Will there be children attending? _____

Host/Hostess, Function Manager or Venue Contact Person: _____

Reception Start Time: _____ End Time: _____

Indoors Outdoors

If outdoors, will a canopy be set up in case of inclement weather? Yes No

Will the reception room be upstairs or at ground level? Ground Level Some Stairs Not Sure

Dinner Music Selections

Is DJ providing diner/cocktail music? Yes No Time dinner will be served? _____

Select any combination of music genres below:

- Easy Listening - slow & mid-tempo love songs, pop, rock & country
- Light Jazz - Instrumental
- Lounge / Big Band (Frank Sinatra, Dean Martin, Nat Cole, Tony Bennett, etc)
- Piano Music - Instrumental (pop and jazz standards by various artists don by piano only)
- Nice Mix of all the above
- Other - List what you would like to hear: _____

Dinner will be: Buffet Style Table Service Hors D'oeuvres Only

Would you like us to introduce your entire wedding party? Yes No

If yes, what time would you like this done?

Before bride and groom's grand entrance Before dinner is served After dinner is finished

Please introduce in the following order Bride's Parents first, then Groom's Parents, Bridal Party, Best Man, Maid of Honor, then Newlyweds.

Please use our custom line up:

- | | |
|----------|----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |

5. _____ 10. _____

Bridal Party

Play an entrance song for the wedding party: Yes No

Entrance song _____ by _____

Best Man: _____ Maid of Honor: _____

_____ Escorted by: _____

Mother of the Bride: _____

Father of the Bride: _____

Mother of the Groom: _____

Father of the Groom: _____

Flower Girl: _____

Ring Bearer: _____

Grand Entrance

The DJ will introduce (the Bride and Groom) for their Grand Entrance. Please appoint your wedding coordinator or someone you trust to let the DJ know when you have arrived at the reception venue.

Introduce Bride and Groom only Introduce Wedding Party, then Bride and Groom

List how you would like to be introduced:

Example: "Ladies and Gentlemen, it brings me great pleasure and it is an honor to introduce to you the new Mr. And Mrs. _____!"

or

Here is how we wish to be introduced:

Would you like to play a song for your Grand Entrance? Yes No

Grand Entrance Song _____ By _____

The Toast

Typically done before dinner is served but can be done at any time that you choose. The Best Man traditionally will toast first followed by the maid of Honor if she wishes to do so. The DJ will make sure that the servers let us know when all of the glasses of champagne have been filled.

Best Man Toast: Yes No

Maid of Honor Toast: Yes No

Parents Toast: Yes No

Any other toasts? _____

DJ will provide a microphone for all toasts.

Wedding Dances

It is traditional to have your first dance directly after your Grand Entrance, however, some couples prefer to wait until after dinner. Please indicate your preference:

First Dance right after we walk in and are introduced

First Dance after Dinner

Song of Choice for your First Dance (The Bride and Groom)

_____ By _____

We would like to dance to the entire song by ourselves.

We would like to dance by ourselves to only part of the song then fade it out when appropriate.

We would like the Wedding Party to join us part way through the song.

Traditionally after the first dance we usually follow with Father/Daughter and Mother/Son dances

Father/Daughter and Mother/Son dance after the first dance

We would prefer these done after dinner

Father/Daughter Dance _____ by _____

Mother/Son Dance _____ by _____

Wedding Party Dance (optional) _____ by _____

Any other special dances to be done at this time? Yes No

If yes, please enter information here:

-

-

—

Reception Activities

Cake Cutting Song _____ by _____

Bouquet / Garter / Participation Dances

Would you like to throw your Bouquet? Yes No

Would you like to remove the Garter? Yes No

Bouquet Toss Song: _____ by _____

Garter Removal Song: _____ by _____

Garter Toss Song: _____ by _____

Bouquet Catcher Song: _____ by _____

Party Favorites / Line Dances

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> The Chicken Dance | <input type="checkbox"/> Cupid Shuffle | <input type="checkbox"/> Cotton Eyed Joe | <input type="checkbox"/> Y.M.C.A |
| <input type="checkbox"/> The Hand Jive | <input type="checkbox"/> Macarena | <input type="checkbox"/> Cha-Cha Slide | <input type="checkbox"/> Electric Slide |
| <input type="checkbox"/> Church Clap | <input type="checkbox"/> Shout | <input type="checkbox"/> Limbo | |

Dollar Dance (crowd donates for honeymoon by paying to dance with the Bride and Groom) Yes No

FUN (start slow and get more upbeat with faster dance songs)

Traditional (songs about love and friendship)

Music Preference for your Reception: Check all that apply. Cross out any that you absolutely DO NOT want played.

- Top 40 R&B New Country Older Country Hip Hop

Disco Rock Techno Jazz / Big Band Mix of Everything

Other. Such as: _____

Music Selections

Please be as specific as possible in this section.

Clean as a whistle (absolutely no cussing or inuendos).

Some slight language will be ok.

Explicit material is ok to use.

Keep it clean until Grandma goes home for the night.

Note: Many of today's popular songs that are highly requested have explicit lyrics, I will do my best to see that any versions played are the clean version to assure that no one is offended. However, if one is requested and slips through that you do not approve of I will instantly fade it out and replace it with a more acceptable song at your request.

Music Preference for your Reception: Check all that apply. Cross out any that you absolutely DO NOT want played.

Top 40 R&B New Country Older Country Hip Hop

Disco Rock Techno Jazz / Big Band Mix of Everything

Other. Such as: _____

Preferred DJ Attire:

Formal (Tuxedo) Suit & Tie Nicely dressed but more laid back

Other (please specify): _____

Degree of interaction from the DJ that you're looking for:

Low key, very few announcements Outgoing and fun but poised. Announcements as needed.

High energy, life of the party, anything goes!

Music Preferences

Bride's Favorite Bands:

1.

2.

3.

4.

5.

6.

Bride's Favorite Music Generes:

Classic Rock

Pop

Country

Oldies

Hip Hop

New Rock

Other _____

Groom's Favorite Bands:

1.

2.

3.

4.

5.

6.

Groom's Favorite Music Generes:

