



Venue
481



Wedding Planning Guide

Bride's Name

Groom's Name

Wedding Date



Contact Information

Bride's Name: _____ Groom's Name: _____
 Home Phone: _____ Home Phone: _____
 Cell Phone: _____ Cell Phone: _____
 Email: _____ Email: _____

The Ceremony

Ceremony Venue: _____ Contact Person: _____
 Room/Area Name: _____ Venue Phone: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Ceremony Starts: _____ Ceremony Ends: _____
 Bridal Party Arrival: _____ Guest Arrival: _____
 Number of guests: _____ This event is taking place: ☐ Indoor ☐ Outdoors
 Will you need music for wedding ceremony? ☐ Yes ☐ No If yes, would you prefer traditional entrance/exit music? ☐ Yes ☐ No
 If non-traditional, please specify music: _____

Will the wedding ceremony be at the same venue as the reception? ☐ Yes ☐ No

Will the wedding ceremony be in the same room as the reception? ☐ Yes ☐ No

If reception is at another location, please specify: _____

The Reception

Reception Venue: _____ Contact Person: _____
 Room/Area Name: _____ Venue Phone: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Reception Starts: _____ Reception Ends: _____
 Bridal Party Arrival: _____ Guest Arrival: _____
 Number of guests: _____ Primary age group: _____ to _____
 This event is taking place: ☐ Indoor ☐ Outdoors What floor is the room on: _____
 Stage: ☐ Yes ☐ No Stairs: ☐ Yes ☐ No Elevator: ☐ Yes ☐ No

Reception Formalities

The beginning of the reception will normally start with the entrance of the bridal party, followed by a toast by the best man, dinner, and then the First Dance by the Bride and Groom. However, you have the option of modifying the order.

- | | | | |
|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <input type="checkbox"/> Option A: | <input type="checkbox"/> Option B: | <input type="checkbox"/> Option C: | <input type="checkbox"/> Option D: |
| 1. Entrance of bridal party | 1. Entrance of bridal party | 1. Entrance of bridal party | 1. Entrance of bridal party |
| 2. Toast by best man/others | 2. Dinner | 2. First Dance | 2. First Dance |
| 3. Dinner | 3. Toast by best man/others | 3. Dinner | 3. Toast by best man/others |
| 4. First Dance | 4. First Dance | 4. Toast by best man/others | 4. Dinner |

☐ Other

1. _____ 3. _____
 2. _____ 4. _____

Bridal Party

Would you like the Bridal Party to be introduced as you enter the reception? ☐ Yes ☐ No
(please type names as you would want them to be introduced)

Parents of the Bride

Parents of the Groom:

Usher(s):

Flower Girl(s) & Ringbearer:

Bridesmaid & Groomsman (1):

Bridesmaid & Groomsman (2)

Bridesmaid & Groomsman (3):

Bridesmaid & Groomsman (4):

Bridesmaid & Groomsman (5):

Bridesmaid & Groomsman (6):

Maid/Matron of Honor & Best Man:

Bride & Groom:

Reception Highlights:

Cocktail Music: ☐ Yes ☐ No

Dinner Music: ☐ Yes ☐ No

Introductions: ☐ Yes ☐ No

Toast: ☐ Yes ☐ No

Blessing: ☐ Yes ☐ No

Dinner Served: ☐ Yes ☐ No

Cake Cutting: ☐ Yes ☐ No

Bride and Groom Dance: ☐ Yes ☐ No

Bride and Father Dance: ☐ Yes ☐ No

Groom and Mother Dance: ☐ Yes ☐ No

Bridal Party Dance: ☐ Yes ☐ No

Bouquet Toss: ☐ Yes ☐ No

Garter Toss: ☐ Yes ☐ No

Last Dance of Evening: ☐ Yes ☐ No

Other Special Dances: ☐ Yes ☐ No

Cocktail Music Type:

Dinner Music Type:

Introduction Music:

Toast By:

Blessing By:

Style:

When:

Bride and Groom Song:

Bride and Father Song:

Groom and Mother Song:

Bridal Party Song:

Bouquet Song:

Garter Toss Song:

Last Dance Song:

List Special Dances:



Reception Specifics

Preferred Music During Cocktails/Dinner: ☐ Easy Big Band ☐ Vocal Artists ☐ Contemporary Jazz ☐ Soft Top 40
☐ Other: _____

Father/Daughter Dance Song Selection:

Would you like the groom and his mother to join in at the half-way mark? ☐ Yes ☐ No

During this dance, do you want the father of the bride to hand-off the bride to the groom? ☐ Yes ☐ No

Mother/Groom Dance Song Selection:

Groom's dad to cut in? ☐ Yes ☐ No Bride's mom to cut in? ☐ Yes ☐ No

If you have elected to have a father/daughter dance and/or mother/groom dance, would you prefer to have these dances immediately following the First Dance and before the wedding party dance? ☐ Yes ☐ No

Would you like to have an Oldest Married Couple Dance? ☐ Yes ☐ No

Please note: All married couples start this dance. Couples are asked to leave the dance floor sequentially if they have been married less than 5-yrs, 10-yrs, 20-yrs, etc. until the most "seasoned" couple remains.

Would you like a Money Dance? ☐ Yes ☐ No

Would you like a Non-Money Dance? ☐ Yes ☐ No

Please select the music styles you want played at your event: *(Keep in mind a DJ can play between 15-20 songs per hour.)*

☐ Complete Variety ☐ 50's ☐ 60's ☐ 70's ☐ 80's ☐ 90's
☐ Top 40 ☐ R&B ☐ Alternative ☐ Rap ☐ Country ☐ Contemporary Country
☐ Big Bands ☐ Polkas ☐ Waltzes ☐ Other: _____

Do you wish to bring music from your personal MP3 collection: ☐ Yes ☐ No

Special announcements during the reception: ☐ Yes ☐ No

Announcements: _____

(I am happy to announce anniversaries & any other special occasion. Or, if you like, you can use my microphone for your own announcements.)

Would you like a Center Piece Giveaway? ☐ Yes ☐ No

Are there any special situations or things your DJ should know? ☐ Yes ☐ No List: _____
(i.e. divorce, step parents, recent funeral, handicaps, etc.)?

► If needed, please make additional music requests and comments on a separate sheet.

Event Staff Information:

DJ Company: _____ DJ Name: _____

Work Phone: _____ Cell Phone: _____

Best Email: _____ Website: _____

Attire: ☐ Casual (PoloShirt/Dockers) ☐ Semi-Formal (Suit) ☐ Formal (Tux)

Photography Company: _____ Photographer: _____

Work Phone: _____ Cell Phone: _____

Best Email: _____ Website: _____

Attire: ☐ Casual (PoloShirt/Dockers) ☐ Semi-Formal (Suit) ☐ Formal (Tux)

Video Company: _____ Videographer: _____

Work Phone: _____ Cell Phone: _____

Best Email: _____ Website: _____

Attire: ☐ Casual (PoloShirt/Dockers) ☐ Semi-Formal (Suit) ☐ Formal (Tux)



Father / Daughter Dance

Butterfly Kisses	Bob Carlise
I Loved her First	Heartland
In My Daughter's Eyes	Martina McBride
Daughters	John Mayer
Father and Daughter	Paul Simon
Daughter of Mine	John McDermott
My Little Girl	Steve Kirwan, Tim McGraw
Song For My Daughter	Ray Allaire
Through the Years	Kenny Rogers
Wind Beneath My Wings	Bette Midler
Unforgettable	Nat King Cole or with Natalie Cole
I Hope You Dance	Lee Ann Womak
Daddy's Hands	Holly Dunn
Have I Told You Lately	Van Morrison or Rod Stewart
Isn't She Lovely	Stevie Wonder
Lullabye (Goodnight, My Angel)	Billy Joel
Hopechest Song, The	Stephanie Bentley
Because you Loved Me	Celine Dion
Father's Eyes	Amy Grant
Hero	Mariah Carey
My Girl	The Temptations
Times of Your Life	Paul Anka
Way You Look Tonight, The	Frank Sinatra
You Are The Sunshine Of My Life	Stevie Wonder
Sunrise Sunset	Fiddler on the Roof
You Are So Beautiful	Joe Cocker
Daddy's Little Girl	Mills Brother, All Martino, Kippi Brannon

Mother / Son Dance

Song For Mama, A	Boys II Men
Song For My Son	Mikki Viereck
I Hope You Dance	Lee Ann Womak
Times Of Your Life	Paul Anka
Wind Beneath My Wings	Bette Midler
Unforgettable	Nat King Cole or with Natalie Cole
Because You Loved Me	Celine Dion
One Moment in Time	Whitney Houston
Sunrise Sunset	Fiddler On The Roof
Glory Of Love	Peter Cetera
Have I told you Lately	Van Morrison or Rod Stewart
Just The Way You Are	Billy Joel
In This Life	Bette Midler
Hero	Mariah Carey
I Will Always Love You	Whitney Houston
Greatest Love of All	Whitney Houston
Your the Inspiration	Chicago
What a Wonderful World	Louis Armstrong
You Decorated My Life	Kenny Rodgers
In My Life	The Beatles
Blessed	Elton John
I Am Your Child	Barry Manilow
The Man You've Become	Molly Pasutti

Bridal Party Dance

That's What Friends are For	Dionne & Friends
You've Got a Friends	James Taylor
Friends	Michael W. Smith
You've Got a Friend in Me	Randy Newman/Lyle Lovett
Friends in Low Places	Garth Brooks
Shower the People	James Taylor
We Are Family	Sister Sledge
I'll Be There for You	The Rembrants
What I Like About You	The Romantics
I will Be Your Friend	Amy Grant

Cake Out

The Chapel of Love
From This Moment
It's Your Love
How Sweet it is to be in Love with You
Sweet Love
I Got You Babe
I Don't Want to Miss a Thing
It Had to be You
Love and Marriage
Something About the Way You Look Tonight
When I'm Sixty-four
That's Amore
Sugar, Sugar
Pour Some Sugar On Me
Sweetest Thing, The

Bouquet Throw

Girls Just Want to Have Fun
It's Raining Men
Oh, Yeah!
Oh, Pretty Woman
Simply Irresistible
Every Little Thing She Does Is Magic
The Shoop Shoop Song (It's In His Kiss)
Wishin' and Hopin' (My Best Friends Wedding)
Girls Night Out
I Feel Luck
Whip It
Going to the Chapel
Ladies Night

Cyndi Lauper
The Weather Girls
Yello
Roy Orbison
Robert Palmer
The Police
Cher
Ani DiFranco
The Judds
Mary Chapin Carpenter
Devo
The Dixie Cups
Kool and the Gang

Garter Removal:

Legs
Lets Get it Started
Just A Gigolo
Mission Impissible Theme
You Sexy Thing
Bad Boys (Cops Theme)
Hot For Teacher
Hot In Here
Stripper
U Can't Touch This
Bad to the Bone
Oh, Yeah
Danger Zone

ZZ Top
Black Eyed Peas
David Lee Roth
TV Show
Hot Chocolate
Inner Circle
Van Halen
Nelly
David Rose
M.C. Hammer
George Thorogood
Yello
Kenny Loggins

Anniversary Dance

Remember When
You're Still the One
Through the Years
Way You Look Tonight, The
Anniversary Waltz
Could I have this Dance

Alan Jackson
Shania Twain
Kenny Rodgers
Frank Sinatra
Eddie Howard
Anne Murray

Last Song of the Night

New York, New York
Last Dance
Time of My Life, The
Wonderful Tonight
Taking You Home
Good Riddance (Time of Your Life)

Frank Sinatra
Donna Summer
Bill Medley
Eric Clapton
Don Henley
Green Day