A microphone on a black background

Description automatically generatedLatin Roots Radio DJ Services

Event Information Worksheet

Please fill out and return the following information to help us prepare for your event:

# Client Information

Name: Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_Click or tap here to enter text.\_\_

Today’s Date: \_Click or tap to enter a date.\_\_\_\_\_\_\_\_\_

# Event Details

1. Event Type:

-  Wedding -  Birthday Party -  Corporate Event -  Private Party

-  Other (Please specify): \_Click or tap here to enter text.\_

-  **Name of person being celebrated if applicable : \_**Click or tap here to enter text.**\_**

2. Event Date: Click or tap to enter a date.\_\_\_\_\_\_

3. Event Start Time: \_Click or tap here to enter text.\_

4. Event End Time: \_Click or tap here to enter text.\_\_\_

5. Event Location:

- Venue Name: \_Click or tap here to enter text.\_

- Address: \_Click or tap here to enter text.\_

- City: Click or tap here to enter text.\_\_

- State: \_Click or tap here to enter text.\_

- Zip Code: \_Click or tap here to enter text.\_\_

6. Number of Guests: \_Click or tap here to enter text.\_\_

7. Age Range of Guests: \_Click or tap here to enter text.\_\_

# Music Preferences

8. Preferred Music Genres:

-  Salsa -  Merengue -  Bachata -  Reggaeton -  Soca -  Reggae

-  Cumbia -  Dembo -  Hip Hop -  80s-90s -  Rock -  TOP 40

-  Other (Please specify): \_Click or tap here to enter text.\_

9. Specific Songs or Artists You Want to Hear:

- \_Click or tap here to enter text.\_\_\_

- \_Click or tap here to enter text.\_\_\_

- \_Click or tap here to enter text.\_\_\_

10. Songs or Genres to Avoid:

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Event Schedule

11. Are There Any Special Announcements or Moments? (e.g., speeches, first dance, cake cutting):

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_\_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Additional Services

12. Additional Services (Please select any additional services you would like us to provide):

-  Photography -  TV on stand – this is for Video DJ -  Extra Speakers

-  Generator -  Lights – Simple -  Lights – Advanced

-  Smoke machine **(make sure that there is no fire detection equipment present and venue allows it)**

-  Other (Please specify): Click or tap here to enter text.\_\_\_

# DJ Attire

13. Preferred DJ Attire:

-  Formal (Suit/Tie)

-  Semi-Formal (Dress Shirt/Pants)

-  Casual (T-Shirt/Jeans)

-  Themed (Please specify): \_\_Click or tap here to enter text.\_\_\_

# Additional Information

14. Is There Any Additional Information or Special Requests You Would Like Us to Know?

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- \_Click or tap here to enter text.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Any questions or concerns please contact us at

DJ Dragon 561.598.1975 [LatinRootsRadio@gmail.com](mailto:LatinRootsRadio@gmail.com) [www.LatinRootsRadio.com](http://www.LatinRootsRadio.com)

**NOTE 1: For payments and deposits, please use Zelle at [**[**LatinRootsRadio@gmail.com**](mailto:LatinRootsRadio@gmail.com)**]. A non-refundable deposit of at least 50% is required to secure your booking.**

**NOTE 2: We currently do not accept bookings at venues exposed to the elements unless there is complete coverage and no risk of equipment damage.**