



**www.beyondthebeatdjs.com**  
**contactus@beyondthebeatdjs.com**

## **WEDDING RECEPTION PLANNER**

### **CONTACT INFORMATION**

**BRIDE'S NAME:** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**GROOM'S NAME:** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**WEDDING DATE:** \_\_\_ / \_\_\_ / \_\_\_

**IF WE ARE PROVIDING AUDIO, CEREMONY START TIME:** \_\_\_\_\_

**IS COCKTAIL HOUR A SEPERATE LOCATION OTHER THAN MAIN RECEPTION?**  
**YES / NO IF YES, PLEASE SPECIFY:** \_\_\_\_\_

**RECEPTION START TIME:** \_\_\_\_\_ **END TIME:** \_\_\_\_\_

### **GRAND ENTRANCE**

**PARENTS OF THE BRIDE: MR. & MRS.** \_\_\_\_\_

**PARENTS OF THE GROOM: MR. & MRS.** \_\_\_\_\_

**BRIDESMAIDS:**

**USHERS/ GROOMSMEN:**

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**FLOWER GIRL:**

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**MAID/MATRON OF HONOR**

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**RING BEARER:**

\_\_\_\_\_

**BEST MAN:**

\_\_\_\_\_

**BRIDE & GROOM ( THE WAY YOU WISHED TO BE INTRODUCED ):**

\_\_\_\_\_

\_\_\_\_\_

**FIRST DANCE ( WEDDING SONG )**

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**TOAST: YES/NO**

**NAME OF PERSON GIVING TOAST:** \_\_\_\_\_

**GRACE/BLESSING BEFORE THE MEAL: YES/NO**

**NAME OF PERSON TO SAY GRACE/BLESSING:** \_\_\_\_\_

**DINNER**

**PREFERRED GENRE OF MUSIC** \_\_\_\_\_

IS THERE A WEDDING THEME? IF SO PLEASE SPECIFY: \_\_\_\_\_

COLOR SCHEME \_\_\_\_\_

**CAKE CUTTING CEREMONY**

**CAKE CUTTING SONG** \_\_\_\_\_

**SECOND DANCE: YES/NO**

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**PARENT DANCES**

**FATHER/BRIDE: YES/NO**      **FATHER'S NAME:** \_\_\_\_\_

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**MOTHER/GROOM: YES/NO**      **MOTHER'S NAME:** \_\_\_\_\_

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**GARTER & BOUQUET TOSS**

**BOUQUET TOSS: YES/NO**

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**GARTER REMOVAL: YES/NO**

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**GARTER TOSS: YES/NO**

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

**GARTER PLACEMENT: YES/NO**

**SONG:** \_\_\_\_\_

**ARTIST:** \_\_\_\_\_

***NOTE: THE PRINTED ORDER OF EVENTS IS ONLY A SUGGESTION. EVERY RECEPTION IS DIFFERENT, AND THIS IS YOUR RECEPTION. ANY EVENT MAY BE ADDED, REMOVED, OR REARRANGED AS LONG AS IT IS CLEARLY INDICATED ON THIS SHEET. OTHER FAMILY TRADITIONS, ETHNIC DANCES, OR OTHER VARIATIONS ARE WELCOME, JUST PLEASE NOTE THEM ON THIS SHEET. PLEASE MAKE ANY ADDITIONAL NOTES ON THIS SHEET OR ATTACH ANOTHER.***

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