

iPARTYNOW ENTERTAINMENT
SWEET 16 CELEBRATION
CLIENT INFORMATION & FORMALITY WORKSHEET

Fill out all that apply - All are optional
(If more space is needed use last lined sheet & indicate in full detail)

NAMES OF IMMEDIATE FAMILY

Guest of Honor (What you would like to be called by) - _____

Mom - _____

Dad - _____

Stepmother - _____

Stepfather - _____

Brother(s) - _____

Sister(s) - _____

Grandparents (Mother) - _____

Grandparents (Father) - _____

GRAND ENTRANCE

Song/Artist for VIP Guests - _____

Parents (Optional - Parents can be asked to stand from seats)

Siblings -

_____/_____/_____

_____/_____/_____

YOUR COURT (Closest friends you would like introduced)

Song/Artist (You can use same song for VIPs & Court or pick one for each)-

Court (In groups of two)- _____ / _____
_____ / _____
_____ / _____
_____ / _____
_____ / _____

Song for Guest of Honor's Entrance- _____

Guest of Honor-

_____ Accompanied by (Optional) _____

SPECIAL DANCES

Song(s)/Artist(s)- 1. _____ 2. _____ 3. _____

1. Guest of Honor & Parent- _____ & _____

2. Host/Hostess- _____ & _____

3. Guest of Honor & Friend (Optional/if appropriate)- _____ & _____

Cut-in's to Any of Above dances (Optional)- _____

-Dances finish, guests seated/food orders are taken. Dance floor usually opens after-

TOAST(S) (Usually done after guests are seated for salad or pasta)-

_____ / _____ / _____

SPECIAL ANNOUNCEMENTS/EVENTS (Anything you'd like recognized in

addition. Ex- Anniversaries, birthdays, engagements, marriages, etc) -

GUESTS WHO ENJOY THE SPOTLIGHT (Sometimes a few guests can liven

the party just by being mentioned on the mic. They might enjoy rocking out, dancing,

being wild & crazy. LET US KNOW!)-

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Candle Lighting Ceremony

(Song start/stop times optional)

- I. Guest(s)- _____
Song/Artist- _____/_____
2. Guest(s)- _____
Song/Artist- _____/_____
3. Guest(s)- _____
Song/Artist- _____/_____
4. Guest(s)- _____
Song/Artist- _____/_____
5. Guest(s)- _____
Song/Artist- _____/_____
6. Guest(s)- _____
Song/Artist- _____/_____
7. Guest(s)- _____
Song/Artist- _____/_____
8. Guest(s)- _____
Song/Artist- _____/_____
9. Guest(s)- _____
Song/Artist- _____/_____
10. Guest(s)- _____
Song/Artist- _____/_____
- II. Guest(s)- _____
Song/Artist- _____/_____
12. Guest(s)- _____
Song/Artist- _____/_____

13. Guest(s)- _____
Song/Artist- _____/_____
14. Guest(s)- _____
Song/Artist- _____/_____
15. Guest(s)- _____
Song/Artist- _____/_____
16. Guest(s)- _____
Song/Artist- _____/_____
17. ONE FOR GOOD LUCK!!! _____
Song/Artist- _____/_____

GRAND FINALE (Second to last song of party. A track to get everyone out on the dance floor prior to the last song. Maybe a sing-a-long or a popular, fun dance song)

Song/Artist- _____/_____

LAST DANCE

Song/Artist- _____/_____

