

Quinceanera/Sweet 16 Questionnaire

Date of Party: _____

What time will you need the DJ to start and end at (start to end time?)

Will you want DjSpikes inside or outside? If outside will there be a tent provided?

Will there be an area for dancing provided?

Name of person in charge?

Address of event: House or other place

Street: _____ City: _____

Zip: _____ Phone Number: _____

Would you like lights (extra charge) at the event? Yes or No (Circle One)

Would you like fog machines (extra charge) at the event? Yes or No (Circle One)

Do you want a variety of slow songs played? Yes or No (Circle One)

Is it ok for guest to request songs? Yes or No (Circle One)



Quinceanera/Sweet Sixteen Planner and Reception Order of Events

Guest Arrival and Pre-Court Reception (Cocktail Hour)

After the Ceremony, the Court and Family typically remain to have photographs taken. Most of the guests proceed to the reception where drinks and/or hors d'oeuvres are served. Normally ambient music is played, or Live Mariachi's are playing.

After all the guests move into the main dining area and are seated, the Master/Mistress of Ceremony (MC) or the Entertainment Specialist introduces the Court and Quinceanera/Sweet Sixteen. Proper names and pronunciations (prearranged) and any last minute changes communicated to the announcer. In addition to the Court, the Parents and Grandparents may be announced. The typical procession line begins with Grandparents, Parents, Chambelanes (Ushers) and Damas (Maids), and finally the Quinceanera/Sweet Sixteen. If the receiving line is done after the ceremony, brief introductions can still be made at the reception.

Main Meal

During the meal, ambient background music, or Mariachis will be played. When a majority of the guests have finished their meal, the MC will help guide the event through the next phases.

Presentation of the Last Doll and/or Gifts from the Godparents

Normally the first events, and usually omitted, but signifies the last doll the young lady will ever receive. A variation of this is the passing of the last doll to a younger female child within the family. After the meal is finished, the MC requests the party to join in to witness this event. This will last as long as the song specified is played or to your length of time. Also at this time the godparents also present the Quinceanera/Sweet Sixteen with gifts. These usually are gifts that prepare the young woman for her right of passage.

Crowning of Tiara

The Quinceanera/Sweet Sixteen will be wearing a veil covering her face. Usually the mother will remove the veil and crown her with a Tiara which signifies her passage mothers unveiling of her adolescent daughter to a young woman, or princess. This can be done as part of the Doll Event or its own separate event

Changing of Shoes

The Quinceanera/Sweet Sixteen will be wearing flat shoes indicative to the type of shoes that an adolescent girl would wear. The father will go to his daughter and change her shoes to heeled shoes. This will prepare the Father Daughter Dance.



First Waltz

The first waltz is done with the court. This is a prearranged choreographed dance. Usually the court is dancing in a circle with the Quinceanera/Sweet Sixteen and her Chambelan De Honor (Usher of Honor) Dancing in the middle.

Contemporary Dance (Optional)

The Quinceanera/Sweet Sixteen and her court prepare a contemporary dance to be performed. This usually signifies her independence and shows the talents that she will offer the world.

Cake and Toast

As this is a Birthday, there is a cake cutting ceremony and a toast usually headed by the Father.

What's Left?

A Speech from the Quinceanera/Sweet Sixteen thanking everyone for attending the festivities and celebrating her right of passage.

While there are a few things of tradition during the Quinceanera/Sweet Sixteen Ceremony and Reception, it is your day and you can plan it as you see appropriate. Here are some suggestions for planning the Quinceanera/Sweet Sixteen reception. Fell free to personalize this list and add or subtract items. We will be able to review the list and add the appropriate names, pronunciations and request well in advance of the event date.

Quinceanera/Sweet Sixteen Event Function	Order of Event	Time	Comments
Cocktail Hour (Guest Arrive and Settle In)			
Grand Entrance (Court & Quinceanera/Sweet Sixteen)			
Dinner			
Last Doll Gift			
Crowning of Tiara			
Changing of Shoes			
Father Dauther Dance			
Court Waltz			
Contemporary Dance			
Cake and Toast			
Dance			
Last Dance			



The Court

Ushers (Chambelanes)	Maidens (Damas)	Order	Pronunciation

Chambelan De Honor	Pronunciation

Mother	Pronunciation

Father	Pronunciation

Godparents

Name	Pronunciation	Assisted with



In order for us to have a better understanding of the type of music that you listen to, please check the genres of music that you want played at the event as well as genres you believe your guests will want played:

Top 40 Music	Yes / No	Alternative	Yes / No	Country	Yes / No
Rock	Yes / No	Hip-Hop/Rap	Yes / No	Classical	Yes / No
Disco	Yes / No	Oldies	Yes / No	Techno	Yes / No
Pop	Yes / No	Jazz	Yes / No	Bachata	Yes / No
Merengue	Yes / No	Salsa	Yes / No	R&B	Yes / No
Reggaeton	Yes / No	Reggae	Yes / No		

Traditional Dances (Check ones that you want played):

Cha-Cha Slide	Yes / No	Cupid Shuffle	Yes / No
Hokey Pokey	Yes / No	El caballo dorado	Yes / No
Chicken Dance	Yes / No	Payaso del Rodeo	Yes / No
Y.M.C.A	Yes / No	Wobble	Yes / No
Macarena	Yes / No		

Primary Requests (As Many As You Would Like)

Artist	Song



Dislikes (Songs that you do not want played) (List Artist and Song)

Artist	Song

Only If (Songs that you do not want played but feel that they are ok to be played if someone requests them) (List Artist and Song)

Artist	Song

Do you want a last song of the night played? If so, list Artist and Song

Artist	Song

Please check the games that you will want played at the Event.:

Musical Chairs Yes / No

Hula Hoop Contest Yes / No

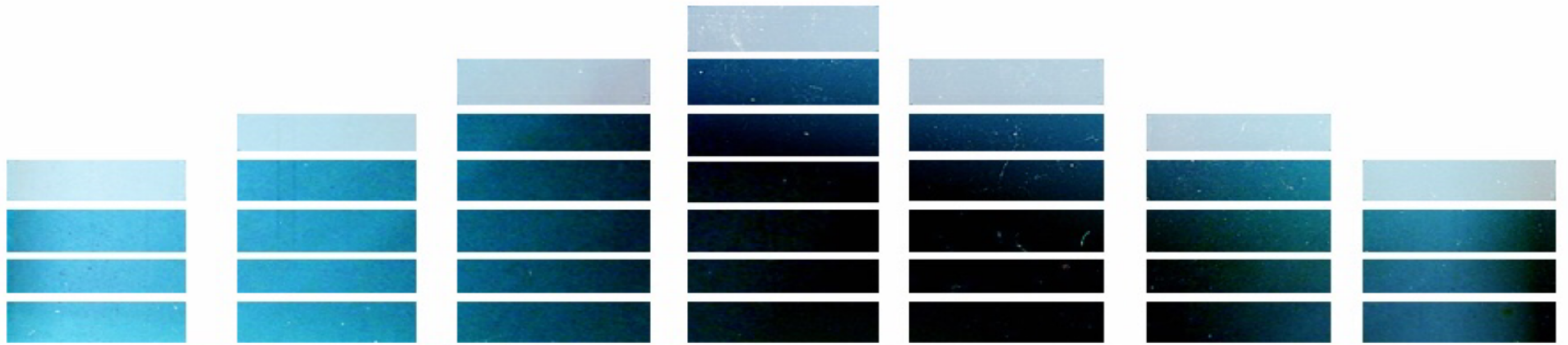
Limbo Contest Yes / No

Red Light, Green Light! Yes / No



Would you like anything special announced, such as birthdays or anniversaries?

Please list anything or any notes that you want DjSpikes to know before hand:



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