



WEDDING EVENT PLANNER

Groom & Bride's Name

Event Date: _____ Event Start Time: _____ Finish Time: _____

Number of Guests: _____ Guest arrival time: _____ Dinner Style: _____
Buffet Sit-down

Event Location: _____

Bride & Groom arrival time @ reception hall: _____

Ceremony Location: _____

Ceremony Start time: _____

Provide Music for ceremony: Yes ___ No ___

Minister Service's: Yes ___ No ___

Name of Banquet Room: _____

Banquet Room Location: Ground Level _____ Upstairs _____ Downstairs _____
(NOTE: fees apply when event is not on main level)

Banquet Hall Manager's name: _____

Photographer's Name: _____

Video: _____

Dinner start time: _____

Do you care to invite disc jockey to dine? (Yes/No)_____

(It is recommended to place all your professionals at one table or DJ, Photographer, Video, etc.) Commonly known as a "vendors table")

Dinner Music: Classical_____ Jazz_____ Rat Pack Style_____

Grand Entrance: Yes___ No___ **Bridal Party Song-1**_____

Bride & Groom Song-2 _____

(grand entrance to include bridal party first then bride & groom, you may select 2 entrance songs)

Best Man Toast: Yes___ No___ by _____

Other Toasts: Yes___ No___ by _____

(Maid/matron of honor)

Blessing before dinner: Yes___ No___ By _____

(person doing blessing to stand behind bride & groom for photographer)

Cutting of the Cake: Yes/ No Before or After Dinner? _____

(If the cake is the main part of the dessert, it should be cut before dinner-2 cuts-exchange)

Which Party Dances Would You Like For Your Reception? (Please Check Below)

Hustle_____

Cha Cha Slide_____

Macarena_____

Chicken Dance_____

Locomotion_____

Hokey Pokey_____

Note: We encourage you to provide a separate list of "PLAY" and "DON'T PLAY" song selections.

TRADITIONAL DANCES AFTER DINNER:

Bride & Groom First Dance: (Song) _____

Bridal Party Song: _____

Father/Daughter Dance: _____

Mother/Son Dance: _____

Bride & Groom: _____

Parents-other: _____

Parents-other: _____

Groom's Parents: _____
(only insert parent's names if they are part of the grand entrance with the bridal party) Recommended

Bride's Parents: _____
(only insert parent's names if they are part of the grand entrance with the bridal party) Recommended

_____/_____
Maid / Matron of Honor / **Best Man**

Bridesmaids:

Groomsmen:

- 13. _____/_____
- 12. _____/_____
- 11. _____/_____
- 10. _____/_____
- 9. _____/_____
- 8. _____/_____
- 7. _____/_____
- 6. _____/_____
- 5. _____/_____
- 4. _____/_____
- 3. _____/_____
- 2. _____/_____
- 1. _____/_____

Jr. Bridesmaid _____ **Jr. Groomsmen** _____

Flower Girl _____ **Ring Bearer** _____

GARTER CEREMONIES:

Removing the Garter: Yes___ No___ To Music: Yes___ No___ Song Choice _____

Throwing the Garter: Yes___ No___ To Music: Yes___ No___ Song Choice _____

Throwing the Bouquet: Yes___ No___ To Music: Yes___ No___ Song Choice _____

Catchers put on each other: Yes___ No___ Gag: Yes___ No___ Song Choice _____

Married couples dance: Yes___ No___ Song Choice: _____

Dollar Dance: Yes ___ No___ (we suggest a limit to 3 slow songs)

1. _____

2. _____

3. _____

4. _____

(one extra song in case the lines to dance are still long. Your DJ will signal you if you wish to proceed)

Celebrity Entertainment: _____

Package Selected: Classic ___ Entertainment ___ Custom _____

Special dedications and or dances: _____

If a guest would like us to announce a birthday or anniversary is this permissible: Yes ___ No ___