

Music & Memories DJ Service
Wedding Planner Worksheet

General Information

Bride's Name: _____	Groom's Name: _____
Phone: _____	Email: _____
Wedding Date: _____	Reception Times: _____ : _____ to _____ : _____
Reception Venue: _____	Number of Guests: _____
Room Name: _____	Contact Person: _____
Guest Arrival: _____	Bridal Party Arrival: _____
Photographer: _____	Videographer: _____
DJ Attire: _____	What floor is the room on? _____
Indoor/Outdoor: _____	Is there an elevator? _____

Reception Information

Cocktail Music	<input type="radio"/> Yes <input type="radio"/> No	Cocktail Music Type:	_____
Dinner Music	<input type="radio"/> Yes <input type="radio"/> No	Dinner Music Type:	_____
Introductions	<input type="radio"/> Yes <input type="radio"/> No	Introduction Music	_____
Toast	<input type="radio"/> Yes <input type="radio"/> No	Toast By:	_____
Blessing	<input type="radio"/> Yes <input type="radio"/> No	Blessing By:	_____
Dinner Served	<input type="radio"/> Yes <input type="radio"/> No	Style (Buffet, Family, Other)	_____
Cake Cutting	<input type="radio"/> Yes <input type="radio"/> No	When (Before Dinner, After Dinner)	_____
Bride and Groom Dance	<input type="radio"/> Yes <input type="radio"/> No	Bride and Groom Song	_____
Bride and Father Dance	<input type="radio"/> Yes <input type="radio"/> No	Bride and Father Song	_____
Groom and Mother Dance	<input type="radio"/> Yes <input type="radio"/> No	Groom and Mother Song	_____
Bridal Party Dance	<input type="radio"/> Yes <input type="radio"/> No	Bridal Party Song	_____
Bouquet Toss	<input type="radio"/> Yes <input type="radio"/> No	Bouquet Song	_____
Garter Removal	<input type="radio"/> Yes <input type="radio"/> No	Garter Removal Song	_____
Garter Toss	<input type="radio"/> Yes <input type="radio"/> No	Garter Toss Song	_____
Last Dance of Evening	<input type="radio"/> Yes <input type="radio"/> No	Last Dance Song	_____
Other Special Dances	<input type="radio"/> Yes <input type="radio"/> No	List Special Dances	_____
Allow the DJ to take requests?	<input type="radio"/> Yes <input type="radio"/> No		