

WEDDING RECEPTION WORKSHEET

Thank you for choosing **SONGS 2 GO** for your reception. Please take the time to fill out the following information in order for me to serve you better.

The **date** of reception is _____ Location _____
Bride's name _____
Groom's name _____
Bride's Parents name _____ Groom's Parents _____

CEREMONY/RECEPTION

Starting time _____ Estimated duration _____ Location _____
Will you require a secondary sound system for your ceremony? Yes ___ No ___
What time will the reception **Hall** be available for the DJ to set-up? _____
Until what time is the **Hall** rented? _____ Estimated number of Guests _____
Do you want a Grand Entrance song? Y N If so, what song? _____
Would you like the Wedding Party introduced? Y N If so, write names on back _____
Will there be a Photographer/Videographer? Y N If so, name _____

SEQUENCE OF EVENTS - (Refer to the Timeline Worksheet)

Dinner/food service? ___ Buffet ___ Served meal ___ Hors d'oeuvres ___ none
Who will release the tables? _____
What type of dinner/background music do you prefer? _____
Will there Be a Video or Slide Show Y N _____
Will there be a Toast? Y N If yes, names _____
Cake cutting? Y N If yes, special song? _____
Bouquet toss? Y N If yes, special song? _____
Garter toss? Y N If yes, special song? _____
Dollar dance? Y N If yes, what type of music desired? ___ slow ___ upbeat

MUSIC FOR SPECIAL DANCES – (If you are uncertain of the song, please try to narrow the information by the Title, Artist, Album title, or Lyrics.)

Bride & Groom Dance _____
Parents Dance (choose one of the following plus the song or artist)
3 Couples: Bride & Groom + Groom's Parents + Bride's Parents _____
Father/Bride _____
Mother/Groom _____
Father/Bride-Mother/Groom _____
Wedding Party? Y N If so, what song? _____
Any special milestones to be recognized? Please list below & song if needed.
Anniversaries _____ B-days _____
Favorite Radio Station(s)? _____
Do you want a special last song? _____ If so, what time? _____
Songs **not** to play (list below) _____