Event Schedule & DJ Performance Questionnaire

Wedding Date: _____/_____/_____   Ceremony Time: _____   Reception time: _____ to _____

Ceremony Venue Name/Location/Contact: _____

_____

Reception Venue Name/Location/Contact: _____

_____

Expected # of guests: _____ Event Organizer Name/Contact:_____

Bride's Name: _____   referred to by friends as: "_____"

Groom's Name: _____   referred to by friends as: "_____"

Best Way to Reach Bride and/or Groom: _____

Parents of Bride: _____

Parents of Groom: _____

Grandparents: _____

Bridesmaids: Groomsmen:

1. _____ (Maid/Matron of Honor) 1. _____ (Best Man)

2. _____   2. _____

3. _____   3. _____

4. _____   4. _____

5. _____   5. _____

6. _____   6. _____

7. _____ (Flower Girl)   7. _____ (Ring Bearer)

Briefly describe the ideal "atmosphere" of your wedding reception: _____

_____

_____

_____

Describe anything you've seen or heard at other receptions, that you definitely DON'T want at yours (e.g. "cheesy", in bad taste, etc.) : _____

_____

_____

Brides's Favorite Music: _____

Groom's Favorite Music: _____

Event Schedule & DJ Performance Questionnaire

Bride & Groom Will Arrive at Reception at _____ o'clock, and will be introduced [☐ yes ☐no] as:

"Ladies and Gentlemen, it is my honor to introduce to you: _____ *"*

Would you like a specific introduction song? ☐ yes ☐no   If yes: _____

   Bridal party introductions? ☐ yes ☐no   Parents/Grandparents introductions? ☐ yes ☐no

Any other special introductions/shout-outs? _____

_____

Cocktail Hour & Dinner:

(Background music played at a low volume so that guests can hold conversations)

Please circle one or two of the following mixes or create your own:

Big Band	**Soft Rock**	**Top Pop Hits**		**Classical**
Motown	**Smooth Jazz**		**Country/Folk**	
Classic Oldies	**R&B**	**World/Ethnic**		**Decades**

*Other music preferences:*_____

Cake Cutting:

Cake cutting is typically done after dinner or after the introductions. When will you be cutting the cake?

   ☐ after introductions   ☐ after dinner – cake cutting song: _____

Toasts & Blessings:

Please list any special instructions/song requests: _____

_____

_____

Special Dances:

(Accompanying song requests and/or special instructions)

First dance of Bride & Groom:_____

Bride & Father dance:_____

Groom & Mother dance:_____

Bridal party dance:_____

Bride & Groom last dance:_____

Special Ceremonies:

(Accompanying song requests and/or special instructions)

Garter removal/toss: _____

Event Schedule & DJ Performance Questionnaire

Bouquet toss: _____

"Longest married couple" dance:_____

List specific songs you would like to hear, and when you'd like them to be played:

_____   _____

_____   _____

_____   _____

_____   _____

_____   _____

_____   _____

List songs you absolutely DON'T want played at any time during the reception:

_____   _____

_____   _____

_____   _____

Will guests be allowed to request songs?   ☐ yes   ☐no

Will DJ fill role as Master of Ceremonies?   ☐ yes   ☐no

On a scale of 1-10, what level of DJ involvement in the ceremonies would you prefer? *(1 is a DJ that keeps mostly to himself, just plays music and never speaks on the microphone, 10 would be a highly charismatic DJ acting as a full-on MC.)* Circle your choice: 1-----2-----3-----4-----5-----6-----7-----8-----9-----10

In order to provide the best possible experience for you and your guests, it is important to be familiar with the exact sequence of events planned for the day. Please write out the agenda in as much detail as possible, including specified times, as well as any special requests or instructions you may have.

1._____   8._____

2._____   9._____

3._____   10._____

4._____   11._____

5._____   12._____

6._____   13._____

7._____   14._____

Additional comments, questions, or concerns: _____

_____

_____

_____