



Wedding Planner

>> Print and complete this form. Indicate "NA" for events that don't apply. Return via text, mail or email at least 1 week before your wedding. <<

Wedding date: _____ Ceremony start time: _____ Venue & address: _____

Bride name: _____ Email: _____ Cell: _____

Groom name: _____ Email: _____ Cell: _____

Coordinator: _____ Email: _____ Cell: _____

Ceremony

(Skip this section if we're not providing ceremony music)

Guest Arrivals Time: _____ Music Style: _____

Bridesmaid entrance Time: _____ Song: _____ Artist: _____

Bride entrance Time: _____ Song: _____ Artist: _____

Recessional Time: _____ Song: _____ Artist: _____

Special instructions, i.e., readers, vocals, etc.: _____

Cocktail Hour / Reception

Cocktail Hour Time: _____ Music style: _____

Grand Entrance

(Spell names phonetically)

Wedding Party Introductions: Time: _____ Song: _____ Artist: _____

Brides's Grandparents: _____

Groom's Grandparents: _____

Bride's Parents: _____

Groom's Parents: _____

Bridesmaid: _____ Groomsman: _____

Bridesmaid: _____ Groomsman: _____

Bridesmaid: _____ Groomsman: _____

Bridesmaid: _____ Groomsman: _____

Bridesmaid: _____ Groomsman: _____

Bridesmaid: _____ Groomsman: _____

Bridesmaid: _____ Groomsman: _____

Maid Of Honor: _____ Best Man: _____

Bride & Groom Entrance Song (if different): _____

Bride & Groom: _____



Dinner

Dinner..... Time: _____ Music style: _____

Before dinner, there will be a: Prayer Welcoming speech

Dinner will be: Buffet style Plated meal

Toasts

Toasts: Time: _____

(1) Ask each speaker to introduce the next speaker. (2) Instruct speaker to hold the mic 1" from their mouth (to avoid feedback).

- 1. _____ 2. _____ 3. _____
- 4. _____ 5. _____ 6. _____
- 7. _____ 8. _____ 9. _____

Spotlight Dances

First dance Time: _____ Song: _____ Artist: _____

Father-Daughter Time: _____ Song: _____ Artist: _____

Mother-Son Time: _____ Song: _____ Artist: _____

Anniversary dance Yes No 1st Song: _____ Artist: _____

Winning # of years? 2nd Song: _____ Artist: _____

Special Events

Special event Time: _____ (Optional activities that you may enjoy adding to your wedding.)

Cake cutting Yes No Song: _____ Artist: _____

Bouquet toss Yes No Song: _____ Artist: _____

Garter toss Yes No Song: _____ Artist: _____

Open Dancing

Open dancing, cont'd Time: _____ (Please email or text us your favorite DANCE songs and DO NOT PLAY songs.)

Last song of the night Time: _____ Song: _____ Artist: _____



Optional Extras (Inquire for prices)

Photo Booth Yes No Uplights Yes No 50" Flatscreen TV for slideshow Yes No

Music videos Yes No Karaoke Yes No Monogram spotlight (GOBO) Yes No