

Client's Name _____ Client's Phone # _____
Date of Event _____ Event Venue _____



YOUR PERSONAL PLANNER FOR A SUCCESSFUL WEDDING OR ANNIVERSARY EVENT!

(Please Circle)

WEDDING RECEPTION

ANNIVERSARY PARTY

THIS FORM IS DESIGNED TO ASSIST YOU IN PLANNING YOUR WEDDING RECEPTION OR ANNIVERSARY EVENT. PLEASE GIVE US AS MUCH DETAIL ON YOUR EVENT AS POSSIBLE. COMPLETE THE SECTIONS THAT ONLY PERTAIN TO YOUR EVENT AND WE'LL CUSTOMIZE OUR FORMAT TO FIT YOUR NEEDS!

Please complete and return this form to us or email to markallam@comcast.net at least 2 weeks prior to your event date in order to prepare music selections.

ATTIRE



All of our Entertainers wear Professional Business Attire or Tuxedos. If a specific dress attire is desired, please indicate: _____

Have you made arrangements with your location for 1 six foot banquet table and 110V power source for DJ? _____

WEDDING CEREMONY MUSIC (if needed)

Seating of Mothers/Grandmothers _____

Groom/Groomsmen Entrance _____

Bridal Party/Bridesmaids Entrance _____

Bride Processional _____

Unity Candle/Sand Ceremony _____

Recessional _____

Have you made arrangements for small table and 110V power source for DJ if ceremony is in separate location? _____



Mark S. Allam, DJ

526 Birch Street, Ellettsville, IN 47429

(812) 327-5993



INTRODUCTIONS

Traditionally, at a reception or anniversary celebration, everyone waits for the Bride & Groom or Anniversary Couple to arrive. (Easy Listening Music, Light Jazz, New Age, and Love Songs are played for your guests.) If introductions are to be made, they should consist of the following people and order.

The DJ/MC will have everyone be seated as the Bridal Party is introduced.

Intro music for Bridal Party _____

BRIDAL PARTY

(Listed as they came down the aisle at the Ceremony)

Ushers _____

Flower Girl _____	Ring Bearer _____
_____	Escorted by _____
_____	Escorted by _____
_____	Escorted by _____
_____	Escorted by _____
_____	Escorted by _____
_____	Escorted by _____
_____	Escorted by _____

_____ Maid, Matron/Best _____

Intro music selected for Bride & Groom _____

_____ Bride/Groom _____
(INTRODUCED AS)

Mr. & Mrs. _____

ACKNOWLEDGEMENTS

(These people can be seated & stand at their table when they are announced or walk in before the Bridal Party)

Parents of the Bride _____

Parents of the Bride _____

Grandparents of the Bride _____

Grandparents of the Bride _____

Parents of the Groom _____

Parents of the Groom _____

Grandparents of the Groom _____

Grandparents of the Groom _____

Guest Registrar(s) _____

Special Friends who assisted _____

Bridal Consultant _____



OPENING COMMENTS by the FATHER OF THE BRIDE/GROOM



Father _____

DINNER

If a Prayer is desired for dinner, DJ/MC will introduce Minister/Priest/Rabbi/Other

Name of person doing prayer _____

Announcement of Food Service (if necessary). If dinner is a buffet, it is necessary that the Bride & Groom, head table, parents/grandparents should go through food line first. If tables are being released by banquet staff, the DJ/MC will announce to your guests to remain seated until their table is released.

Dinner Music Preference: **Contemporary Light Jazz** **Vocal Music** **R&B**
(Please Circle) Example = (Instrumental) (Frank Sinatra, Dean Martin) (Al Green, Sade)



TOASTS (normally after bridal party has finished dinner)

Who will be making toasts? _____

DJ/MC ANNOUNCEMENT OF CAKE CUTTING

Song Request for Cake Cutting _____

(Suggestions: Sugar Sugar, How Sweet It Is To Be Loved by You, Cut The Cake, Just The Way You Are)

Ceremonial Dances!

First Dance _____

Parents Dance _____

Father/Daughter Dance _____

Mother/Son Dance _____

Bridal Party Dance _____

Dollar Dance? Yes _____ No _____ Anniversary Dance? Yes _____ No _____

In approximately 30 to 40 minutes is an excellent time to throw your bouquet and garter.

Bouquet Toss Music _____

(Suggestions: Girls Just Wanna Have Fun, Ladies Night, Single Ladies, Any Man Of Mine)

Garter Toss Music _____

(Suggestions: Oh Yeah/The Stripper, You Can Leave Your Hat On, Mission Impossible)



ADDITIONAL ANNOUNCEMENTS OR SPECIAL DANCES

Birthdays _____

Anniversaries (please provide names and anniversary dates plus First Dance song if possible:

GUEST PARTICIPATION & PARTY FAVORITES

(Circle your favorite fun songs & participation dances, line thru ones NOT to be played)



- | | | | |
|---------------|-------------------|-----------------|----------------------|
| LOCOMOTION | CHICKEN DANCE | HOKEY POKEY | SHOUT (Animal House) |
| Y.M.C.A. | MAMBO #5 | MACARENA | NEW YORK, NEW YORK |
| STAYIN' ALIVE | CHA CHA SLIDE | ELECTRIC SLIDE | TWIST |
| CUPID SHUFFLE | BOOT SCOOT BOOGIE | COTTON EYED JOE | CONGA LINE |
| WOBBLE | WHIP AND NAE NAE | STANKY LEG | GANGNAM STYLE |

Others _____



MUSIC

LIKES

DISLIKES

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Please feel free to request any songs you'd like played during your Special Day! It is recommended that you include title and artist along with any specific version in order to confirm that the correct song is played. If this space is not sufficient for all of your song requests just attach additional lists to this form.



Thank You!!

The extra effort on your part is greatly appreciated to help make sure YOUR event will be the best it can be! We welcome your suggestions and custom design our music to YOUR sequence of ceremonial events and musical tastes to make "Your Day, Your Way"!

Mark S. Allam, DJ

526 Birch Street, Ellettsville, IN 47429

(812) 327-5993

markallam@comcast.net