

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 [mark@djmarkallam.com](mailto:mark@djmarkallam.com) 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  
Y.M.C.A.  
STAYIN' ALIVE  
CUPID SHUFFLE  
WOBBLE

CHICKEN DANCE  
MAMBO #5  
CHA CHA SLIDE  
BOOT SCOOT BOOGIE  
WHIP AND NAE NAE

HOKEY POKEY  
MACARENA  
ELECTRIC SLIDE  
COTTON EYED JOE  
STANKY LEG

SHOUT (Animal House)  
NEW YORK, NEW YORK  
TWIST  
CONGA LINE  
GANGNAM STYLE

Others \_\_\_\_\_



### MUSIC

LIKES

DISLIKES

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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"!**

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