



P.O. Box 382
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 www.rspdj.com

Wedding Event Information Sheet

Bride: _____ Groom: _____

Bride's Parents: _____

Groom's Parents: _____

Best Man: _____ Maid of Honor: _____

Date of Event: _____

Wedding Location and time: _____

Reception Location: _____

Expected number of guests _____ Approximate age ranges _____ to _____

Designated Coordinator: _____ Phone #: _____

Contact for venue: _____ Phone #: _____

Contact for caterer: _____ Phone #: _____

Contact for photographer: _____ Phone #: _____

Reception start time: _____ Music Start Time: _____ Music End Time: _____

Emergency Contact Number(s): _____

Email Address(es): _____

*Please include general or specific song information, if not a timeline on the lines below.
 To be filled out only if we are providing sound for wedding ceremony*

CEREMONY MUSIC / TIMELINE

Prelude _____

Seating of the Mothers/Family/Bridesmaids _____

Processional (bride walking down the aisle) _____

Lighting of the Unity Candle/Planting of the Tree (optional) _____

Recessional _____

Additional _____

RECEPTION MUSIC & ANNOUNCEMENTS / TIMELINE

Music Prior to reception _____

Grand Entrance (Write how you want to be announced) (Mr. and Mrs.) _____

Blessing/Grace _____

Toast (Who needs the mic?) _____

Meal _____

Cutting of the Cake _____

Formal Dances - (see below)

Opening of the Dance floor to guests _____

Bouquet Toss / Garter Toss (Yes or No) _____

Departure/Last Dance _____

Other _____

FORMAL DANCE DETAILS

Formal Dances:

First Dance. Bride & Groom's First Dance Together _____

Second Dance. Father & Daughter Dance(optional) _____

Third Dance. Mother & Son Dance _____

Fourth Dance. **Dollar Dance** (optional) _____

GENERAL MUSIC REQUIREMENTS

(Please indicate what genres of music you would like to hear)

- | | | |
|---|---|---|
| <input type="checkbox"/> Swing / Big Band | <input type="checkbox"/> 80's New Wave | <input type="checkbox"/> New Country |
| <input type="checkbox"/> Salsa / Latin | <input type="checkbox"/> 80's Dance | <input type="checkbox"/> Classical |
| <input type="checkbox"/> 50's Rock | <input type="checkbox"/> 90's Rock/Grunge/Alt. | <input type="checkbox"/> Rhythm & Blues |
| <input type="checkbox"/> 60's Rock | <input type="checkbox"/> 90's Dance | <input type="checkbox"/> Hip Hop |
| <input type="checkbox"/> 70's Rock | <input type="checkbox"/> House / Trance / Techno | <input type="checkbox"/> Rap (Lyrics?) |
| <input type="checkbox"/> 70's Disco | <input type="checkbox"/> Reggae | <input type="checkbox"/> Jazz |
| <input type="checkbox"/> 80's Rock | <input type="checkbox"/> Classics (Sinatra, etc.) | <input type="checkbox"/> Newest Top 40 Hits |
| <input type="checkbox"/> 80's Love Songs | <input type="checkbox"/> Old Country | |

Any particular request or special dedications? _____

Will any of your friends or relatives be celebrating birthdays, anniversaries you would like acknowledged?

Any special instructions for the D.J.? _____

****NOTE**** The "Dollar Dance" is a great opportunity for the guest to help the Bride and Groom on their honeymoon. Through out the night as slow songs are played, the guests are invited to pay the Bride and Groom one dollar for a dance. Some guest may decide to give more than a dollar simply as a gift.

Music List

Music Preference:	Rate each category in %
Top 40	%
Rap	%
Slow	%
Country	%
Rock	%
50's and 60's	%
70' , 80's and 90's	%

The following is your "Must Play" List
(please list song and artist)

The following is your "Play if Possible" list
(please list song and artist)

The following is your "Do not play" list
(please list song and artist)

The following is your "Own CD's" list
(please list song and artist and track#)

