

Wedding Day/Date: \_\_\_\_\_

Bride's Name: \_\_\_\_\_ Home: \_\_\_\_\_

Work: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell: \_\_\_\_\_

Groom's Name: \_\_\_\_\_ Home: \_\_\_\_\_

Work: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell: \_\_\_\_\_

Mailing Address:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

*Do we need to provide music for the ceremony? Yes / No*

*If yes, then...*

Start Time: \_\_\_\_\_ Approx. Length: \_\_\_\_\_

Ceremony Location: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Clergyman's Name: \_\_\_\_\_

Ceremony Music – Processional for Bridal Party: \_\_\_\_\_

Processional for The Bride: \_\_\_\_\_

Song for: \_\_\_\_\_:

Song for: \_\_\_\_\_:

Recessional Music: \_\_\_\_\_

Reception Venue: \_\_\_\_\_

Location: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Person's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

*Are there any stairs? Yes / No*

*Will there be a table provided? Yes / No*

*DJ's Attire: Tuxedo / Suit / Casual*

*Would you like our lighting system for your reception? Yes / No*

*Will cocktails, dinner & dancing be in the same room? Yes / No*

*If no, please explain.*

\_\_\_\_\_

*At what times will cocktails begin & end? \_\_\_\_\_*

*Will there be a receiving line at the reception? Yes / No*

*At what time will dinner be served? \_\_\_\_\_*

*What style dinner will you be having? Sit Down / Buffet / Hors Devours*

*Photographers Name: \_\_\_\_\_*

*Videographers Name: \_\_\_\_\_*

## Order Of Introductions

Typically introductions are done right after cocktails & just before dinner. The order is usually as follows:

Grandparent's of the Bride/Groom - (Optional) They can be the first to walk in or we can acknowledge them at their tables.

Parent's of the Bride/Groom - If parents are single or remarried please put "father of" or "mother of" the bride or groom.

Ushers - (Optional) If there are four or more ushers, you may want to introduce two at a time.

Flowergirls & Ring Bearers – They may walk in together, or they can be introduced along with members of the bridal party.

Jr. Bridesmaids & Jr. Groomsmen – Younger bridesmaids and groomsmen are sometimes junior.

Bridesmaids & Groomsmen – You can include relationships to you such as "sister of the bride" or brother of the groom" if you would like.

Maid or Matron of Honor & Best Man – A maid is single and a matron is married.

Bride & Groom – Think of how you would like it worded.

Examples: Bob & Lisa Smith  
Mr. & Mrs. Bob & Lisa Smith  
Bob & Lisa, Mr. & Mrs. Smith  
Bob & Lisa, Mr. & Mrs. Robert Smith

## Music For The Introductions

One song may be used for the entire introduction or you can choose multiple songs. You may want to use one song for the grandparents and parents, another for the bridal party, and a third for the two of you. Please refer to the suggested music for bridal party introductions. Some couples prefer to go right into their first dance, and then go to the head table for formalities.

## Formalities

Following the introductions there will usually be a blessing and any number of toasts and/or speeches. There is no right or wrong order to these events. A blessing or prayer before dinner is optional. The best man almost always gives a toast. It is also common for members of the bridal party or parents take part in toasts and/or speeches as well. The two of you may want to take the time to thank all of your guests or say something to one another after the toasts.





Music selections for formal dances.

The dancing will usually begin with the bride & groom doing their first dance. You then could follow with father/daughter & mother/son together to the same song or two separate songs. You may want to follow up the first dance with a bridal party dance and save the parents dances for a bit later. All parent dances & bridal party dances are optional.

First Dance (Bride & Groom): \_\_\_\_\_

Father/Daughter: \_\_\_\_\_

Mother/Son: \_\_\_\_\_

Bridal Party Dance: \_\_\_\_\_

*Shall we invite the parents as well for the bridal party dance? Yes / No*

*Would you like for the father/ daughter and/or mother/son dances to take place after the first dance or 20-30 minutes later?*

*After First Dance / Later*

*Will you be doing the bouquet & garter? Yes / No If yes, then...*

*Bouquet Toss Song: \_\_\_\_\_*

*Garter Removal Song: \_\_\_\_\_*

*Special instruction pertaining to the bouquet & garter: \_\_\_\_\_*

*Will there be a dollar dance? Yes / No If yes then, what songs (2-4)*

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_



The Do Not Play List – This list of songs are ones that we like to get your input on let us know how you feel about each one. Please circle.

- Hokey Pokey ..... Yes..... No..... Do Not Care..... If Requested**
- Chicken Dance .....Yes..... No..... Do Not Care..... If Requested**
- Macarena .....Yes..... No..... Do Not Care..... If Requested**
- Y.M.C.A. ....Yes..... No..... Do Not Care..... If Requested**
- Celebration .....Yes..... No..... Do Not Care..... If Requested**
- Hot, Hot, Hot.....Yes..... No..... Do Not Care..... If Requested**
- We Are Family .....Yes..... No..... Do Not Care..... If Requested**
- Paradise By The DBL .....Yes..... No..... Do Not Care..... If Requested**
- Mony, Mony .....Yes..... No..... Do Not Care..... If Requested**
- Shout ..... Yes..... No..... Do Not Care..... If Requested**
- Electric Slide .....Yes..... No..... Do Not Care..... If Requested**
- Cha-Cha Slide .....Yes..... No..... Do Not Care..... If Requested**
- Grease Soundtrack .....Yes..... No..... Do Not Care..... If Requested**
- Strokin’ .....Yes..... No..... Do Not Care..... If Requested**

*Are there any particular songs, artists or genres of music that you would like to add to the do not play list?*

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

*Do we need any ethnic music of any sort?*

_____	_____
_____	_____
_____	_____
_____	_____





