

Wedding Work Sheet

DJ O'B, Inc.

Phone: (781) 983-6044

Fax: (617) 770-1282

mikeobrien75@hotmail.com

www.djob.net

Here's a guide I've prepared to help you get your wedding entertainment organized.

It is important you mail or fax this back to me at least six weeks prior to your event. A final meeting is usually not necessary. Once received, I'll contact you immediately. Please contact me anytime if you need any help while completing this form. Hope you're having fun!

Bride: _____ Groom: _____
Phone: (____) _____ - _____ Email: _____@_____. _____
Address: _____ City/Town: _____ State: _____ Zip: _____
Date: _____ Time: _____ to: _____

Ceremony Location: _____ City / Town, State: _____, _____
Ceremony Time: _____ Is your ceremony a full mass? _____
Will there be a receiving line? _____
Reception Location: _____ City / Town, State: _____, _____

Approximate Number of Guests: _____
Disc jockey attire: _____
Wedding Coordinator / Room Captain: _____

CEREMONY

Times: _____ to _____
Type of Music as Guests Enter: _____
Mother's Entrance: Piece: _____ Artist: _____
Bridal Party: Piece: _____ Artist: _____
Bride: Piece: _____ Artist: _____
Butterfly Release: Song: _____ Artist: _____
Candle Lighting: Song: _____ Artist: _____
Recessional: Piece: _____ Artist: _____
Ceremony Notes: _____

COCKTAIL HOUR

Will you also be having a band or instrumentalist? _____
Time: From: _____ To: _____
Cocktail Hour: Time: From: _____ To: _____
Is your cocktail hour taking place in the same room as your reception? _____

GRAND ENTRANCE:

Please (spell phonetically) and pair as they're to be announced.

Bridal Party Introduction Song: _____ Artist: _____

Grandparents of the Bride: _____

Grandparents of the Groom: _____

Bride's Parents (or Mother with Escort, Father with Escort):

Mother: _____

Father: _____

Groom's Parents (or Mother with Escort, Father with Escort):

Mother: _____

Father: _____

Bridesmaids and Ushers (paired as they're to be announced, relative information first):

Ex: Bride's sis: Mary Smith groom's bro: John Jones

- | | | | | |
|----|--------|-------|--------|-------|
| 1. | _____: | _____ | _____: | _____ |
| 2. | _____: | _____ | _____: | _____ |
| 3. | _____: | _____ | _____: | _____ |
| 4. | _____: | _____ | _____: | _____ |
| 5. | _____: | _____ | _____: | _____ |
| 6. | _____: | _____ | _____: | _____ |

Flower Girl and Ring Bearer:

_____ : _____ : _____

Maid/Matron of Honor: _____ :

Best Man: _____ :

Bride and Groom Introduction Song: _____ Artist: _____

How would the new couple like to be introduced, exactly? _____

FIRST DANCE: Song: _____ Artist: _____ Invite to join in:

Maid/Matron of Honor & Best Man: _____ Parents: _____

Bridesmaids and Ushers: _____ Whole Bridal Party: _____

Guests: _____

BRIDAL PARTY DANCE: Song: _____ Artist: _____

Would you like to have a dance for your guests after your first dance? _____

Song: _____ Artist: _____

BLESSING: Person: _____

TOAST (S) Person(s): _____

Begin Dinner Music With: Song: _____ Artist: _____

Do you wish that CENTERPIECES be given away? _____ Time: During Appetizer

Song: _____ Artist: _____

Time: During Salad/ Appetizer

Method Preferred:

Pass the Dollar: _____ Birthday Closest to Your Future Anniversary: _____

Name that Tune: _____ Bride / Groom Trivia: _____

Are there BIRTHDAY ANNOUNCEMENTS? _____ Time: During Salad

Song: "Happy Birthday to You:" _____ The Beatles' "Birthday:" _____

Name(s) and Ages of Birthday Person(s):

Are there ANNIVERSARY ANNOUNCEMENTS? _____ Time: During Salad

Song: Little River Band's "Happy Anniversary:" _____

Eddie Howard's "Anniversary Waltz:" _____

Other Song: _____ Artist: _____

Names and Years of Anniversary Couple(s):

Will there be a CAKE CUTTING ceremony? _____ Time: After the Main Course

Song: _____ Artist: _____

Type Preferred:

No Announcement: _____

Traditional "The Bride Cuts the Cake" (All Guests Sing Along): _____

Announce Newlyweds, Play Low-Key Background Music Only: _____

Announce Newlyweds, Play Low-Key Background Music and Give Instructions: _____

Will there be PARENT DANCES? _____ Time: After Cake Cutting

The Bride Dances with her: Father: _____ Other: _____: _____

Al Martino's "Daddy's Little Girl": _____

Other Song Selection: _____ Artist: _____

The Groom Dances with his: Mother: _____ Other: _____: _____

Fiddler on the Roof "Sunrise Sunset:" _____ Mikki Viereck's "Song for my Son:" _____

Other Song Selection: _____ Artist: _____

Will there be an ANNIVERSARY DANCE? _____ Time: After Parent Dances

#1. Song: _____ Artist: _____

#2. Song: _____ Artist: _____

OPEN DANCE Floor with: Song: _____ Artist: _____

Time: After Dessert

BOUQUET / GARTER: Time: ½ Hour into Dancing

Single Ladies to the Floor for BOUQUET TOSS:

Song: _____ Artist: _____

TAKING OFF YOUR GARTER:

Song: _____ Artist: _____

Single Men to the Floor for the GARTER TOSS:

Song: _____ Artist: _____

PUTTING GARTER ON BRIDESMAID:

Song: _____ Artist: _____

Dance for woman who caught bouquet and man who caught garter:

Sinatra's "Strangers in the Night:" _____

Other Song: _____ Artist: _____

If you aren't throwing the bouquet, would you like to present it to the longest married couple? _____

GAMES, NOVELTIES, SPECIAL DANCES:

Limbo: _____	Dance Off: _____
Electric Slide: _____	New Electric Slide: _____
Cha Cha Slide: _____	Macarena: _____
Old Cotton Eye Joe: _____	New Cotton Eye Joe: _____
Locomotion: _____	YMCA: _____
The Twist: _____	Hokey Pokey: _____
Bunny Hop: _____	Stroll: _____
Chicken Dance: _____	Hula Hoop: _____
Shout: _____	New York, NY: _____
Hand Jive: _____	Tequila: _____
Dollar Dance: _____	Other: _____

Will you be changing before going away? _____

(You must be back 15 minutes before the end for the last dance and farewells.)

FAREWELL DANCE:

Song: _____ Artist: _____

Last, last dance: Song: _____ Artist: _____

Method:

Guests Form Circle, then Bride and Groom Say Goodbyes to All Guests: _____

Guests Form Circle, then Join the Bride and Groom ½ Way: _____

Snowball Dance: _____

Are you going away on a honeymoon? _____ Destination: _____

Special Requests:
