



WEDDING PLANNER

Name: _____



WEDDING DATE: _____ RETURN PLANNER BY: _____

Ceremony: Location & Address _____

Time: From _____ to _____

Reception: Location & Address _____

Time: Dinner: _____ to _____ Dance: _____ to _____

What time will your **FIRST** guest arrive at the dinner/reception? _____ Disc Jockey **READY** to play at: _____

Live Musicians? Yes/No Name: _____ Play from _____ until: _____

Photographer? Yes/No Name: _____ Will be taking pictures until: _____

Videographer? Yes/No Name: _____ Will be video-taping until: _____

PLEASE CHECK BELOW THE IMPORTANT DETAILS THAT THE DJ WILL HANDLE FOR YOU

- Introduce **entire** Wedding Party including Bride & Groom upon arrival. (List names on the back side)
- Present **only** Bride & Groom upon arrival at the reception. **Mr. & Mrs.** _____
- Receiving Line for guests to congratulate the Newlyweds.
- Toast to the Newlyweds
- Tossing of the Bouquet/Garter
- Wedding March
- \$\$ Green/Money Dance
- Cutting of the wedding cake
- _____
- Bride & Groom Dance: _____
- Parent Dances: Father/Daughter _____
Mother/Son _____
- Other: _____
- Other: _____
- Special Announcements _____

- Music Selections _____

- Is the DJ invited for food? _____ (No breaks in music will occur.)

WEDDING PARTY INTRODUCTIONS

Please print legibly or type the names in the exact order we will introduce them.
Introductions can also be done in exact reverse order straight off this list so that the Bride & Groom
make their grand entrance before everyone else has been introduced.

BRIDE'S PARENTS: _____

GROOM'S PARENTS: _____

USHERS: _____

RING BEARERS: _____

FLOWER GIRLS: _____

GROOMSMEN

BRIDESMAIDS

BEST MAN: _____

MAID OF HONOR: _____

NEWLYWEDS: Mr. & Mrs. _____

(GROOM) _____ & (BRIDE) _____