

STAY UP *Ent.*

Wedding Planner

Please return this planner to us (at least) 4 weeks prior to your wedding -
With this info, your DJ/MC will be able to lead your reception in a professional & timely manner.

Please complete the following:

Event Information

Event Name: _____ Date/Location: _____

Bride & Groom Full Names: _____

Parents Names: _____

Ceremony Start Time: _____ Reception Start Time: _____

Cocktail Hour: _____

What Time Will Your Guests Be Arriving? _____ # of Guest: _____

Indoors - _____ Outdoors - _____ Both? - _____ Stairs? - _____

Primary Age Group of your Guests: _____ to _____

Dress Code for DJ/MC: Formal - _____ Semi- Formal - _____ Other - _____

Photographer: _____ Videographer: _____

Officiant Name: _____

Ceremony Schedule

Music while your guests are seated for the ceremony:

Traditional Wedding (Classical) - _____

Contemporary - _____

Other - _____

Ceremony Entrance Music

Parents/Grandparents Entrance - _____

Wedding Party Entrance - _____

Bride Entrance - _____

Unity Candle - _____

Bride & Groom Exit - _____

Reception Schedule

Grand Entrance Song - _____

How would you like to be introduced? _____

Music During Cocktail Hour (C) & Dinner (D) -

DJ's Choice _____ Soft Rock/Jazz _____ Golden Oldies (Big Band) _____
Other _____

Music During Reception:

Golden Oldies _____ Oldies 50's/60's _____ Motown _____
Classic Rock _____ 70's/Disco/Retro _____ Latin _____ 80's _____
90's _____ 2k _____ Current _____ Hip Hop _____ Country _____
Other _____

Person's Giving Toasts (in order - to best of knowledge) / Relation to Bride & Groom

1. _____ / _____
2. _____ / _____
3. _____ / _____
4. _____ / _____

Cake Cutting Song: _____

First Dance: _____

Father/Daughter Dance: _____

Mother/Son Dance: _____

Dollar Dance: _____

Bouquet Toss: _____

Garter Toss: _____

Anniversary/Couples Dance: _____

Last Song/Grande Exit for B&G: _____

PLEASE PLAY :

PLEASE DO NOT PLAY :

ADDL NOTES FOR DJ: Would you like any specific announcements/dedications? Need help planning your timeline? Anything else the DJ/MC should know?
