



A Touch Of Class

DISC JOCKEYS

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RECEPTION PLANNING WORKSHEET

GENERAL INFORMATION

BRIDE _____ GROOM _____

PRIMARY CONTACT NAME _____ PRIMARY CONTACT PHONE # () _____

PRIMARY CONTACT ADDRESS _____ CITY/STATE _____ ZIP _____

PRIMARY CONTACT EMAIL _____

DATE OF RECEPTION ____/____/____ HOURS OF RECEPTION _____^{AM} TO _____^{AM}
PM PM

RECEPTION LOCATION _____ CONTACT NAME _____

LOCATION ADDRESS _____ CITY/STATE _____ ZIP _____

LOCATION PHONE # () _____ APPROX. NUMBER OF GUESTS _____ DINNER TIME _____

WEDDING PARTY

PARTY WILL BE INTRODUCED IN ORDER LISTED **UNLESS YOU NOTE OTHERWISE** BELOW

ORDER	WHO	INTRODUCE?	NAMES <small>PLEASE INDICATE PROPER PRONUNCIATION WHERE APPLICABLE</small>
	BRIDE'S PARENTS	Y N	
	GROOM'S PARENTS	Y N	
	USHERS	Y N	
	FLOWER GIRL	Y N	
	RING BEARER	Y N	
	BRIDESMAIDS & GROOMSMEN	Y N	
	MAID OF HONOR & BEST MAN	Y N	
	NEWLYWEDS	Y N	MR. & MRS.



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MUSIC SELECTIONS

PLEASE INDICATE **SPECIFIC** SONG TITLE AND ARTIST

BRIDE AND GROOM FIRST DANCE	Y	N	_____
WEDDING PARTY DANCE	Y	N	_____
FATHER/DAUGHTER DANCE	Y	N	_____
MOTHER/SON DANCE	Y	N	_____
PARENTS' DANCE	Y	N	_____

CROWD PARTICIPATION

DOLLAR DANCE	Y	N	BOUQUET TOSS	Y	N	GARTER TOSS	Y	N
CAKE CUTTING	Y	N	ELECTRIC SLIDE	Y	N	HOKEY POKEY	Y	N
MACARENA	Y	N	DUCK DANCE	Y	N	CHA CHA SLIDE	Y	N
MAID OF HONOR TOAST	Y	N	BEST MAN TOAST	Y	N	PRAYER	Y	N

CUSTOM SONG LIST

(OPTIONAL)

PLEASE SELECT UP TO 20 SONGS OR ARTISTS FROM OUR SONG LIST, OR GENRES (BIG BAND, HIP HOP, ETC.), THAT YOU WOULD LIKE TO HEAR:

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

PLEASE SELECT SONGS OR ARTISTS FROM OUR SONG LIST THAT YOU WOULD **NOT** LIKE TO HEAR:

_____	_____	_____	_____
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SPECIAL REQUESTS

PLEASE INDICATE ANY SPECIAL ANNOUNCEMENTS AND/OR INSTRUCTIONS (OPTIONAL)

OTHER VENDORS

PHOTOGRAPHER _____	VIDEOGRAPHER _____
WEDDING PLANNER _____	CATERER _____

THANK YOU & CONGRATULATIONS FROM *A Touch Of Class* DISC JOCKEYS!