Wedding Information Worksheet

Client Information

Name:		Cell:	
Contact (If different from above):		Home:	
Contact E-Mail:		Work:	
Client Address:		Wedding Colors:	
City, State, Zip:			

Event Information

Date:		Venue Name	
Set Up Time:		Venue Address	
Event Start Time:		City, State, Zip:	
Event End Time:		Venue Contact:	
Ceremony Package:		Venue Phone:	

Wedding Party Information

Introduce Bride & Groom As:	
Introduction Song:	
Parents of Bride:	
Parents of Groom:	

Bridal Party Information

Introduce Bridal Party At Reception: Y / N

Please announce our bridal party into the reception as follows:

Maid or Matron Of Honor:	Best Man:
Flower Girl	Ring Bearer:

Bridesmaids:	Escorted By	Groomsmen:

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Ceremony Package (If Applicable)

A traditional wedding ceremony consists of four parts, the **Prelude**, the **Processionals**, a **Unity Ceremony**, and the **Recessional**.

The **Prelude** sets the mood as your guests arrive. Traditionally, upbeat instrumental, classical, or jazz music is played. Please make your selection:

Prelude Music: _____

The **Processional** is played while the Bridal Party walks down the aisle. A separate piece of music is played when the Bride enters and walks down the aisle. Traditional music for the Bridal Party includes "Canon" by Pachelbel or "Trumpet Voluntary" by Clarke. For the Bride, "Bridal Chorus" by Wagner is the traditional favorite. Please make your selection:

Bridal Party Processional: _____

Bride's Processional: _____

The **Unity Ceremony** is traditionally the pouring of sand or the lighting of a candle to symbolize your new united life.

Unity Ceremony Song: _____

The **Recessional** is played at the conclusion of the ceremony as the Bridal Party departs. Traditionally, "Wedding March" by Mendelssohn is played for the Recessional. Please make your selection:

Recessional: _____

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General Reception Information

COCKTAILS:

Normally one half hour to an hour in duration. Music is generally light jazz, adult contemporary or big band to set the proper mood and create an elegant ambiance. Special attention is given to volume, especially during the cocktail and dinner hours. Nothing disrupts a formal atmosphere more than music played too loud!

DINNER:

Generally, an hour to an hour and a half should be budgeted for dinner service. Music takes on a more contemporary feeling, with standard vocalist and jazz being most predominant, but as always, your preference is paramount. With larger wedding celebrations and/or buffets, please allow additional time for all guests to finish.

FORMALITIES:

Approximately forty five minutes. Traditional formalities such as all formal dances, invocation, toasts, cake cutting, and bouquet/garter toss.

OPEN DANCING:

In our experience this is approximately two hours, with an average of four minutes per song. This translates into pleasing guests from five decades with enough time to play approximately thirty songs! We strive to maintain a fun, celebratory atmosphere by involving you and your guests as much as possible. We love requests, and will generally play all song requested with due regard to song content. As professional entertainers, we have the experience and knowledge to effectively read the crowd and coordinate all festivities and song selections with confidence.

During the wedding reception, we would like our entertainer's performance to be:

_____ **Low Key** (very little talking or interaction with guests)

_____ **Moderate** (announcements and selected traditional formalities only)

_____ **Lively & Interactive** (including guest in audience participation)

_____ **Other** (please describe): _____

Music & Entertainment Instructions

General Music:	
Cocktail Music:	
Dinner Music:	
Bride & Groom First Dance:	Alone : Y / N
Father / Bride Dance:	
Mother / Groom Dance:	
Bridal Party Dance:	
Bouquet Toss Song:	
Garter Toss Song:	
Dollar Dance:	
Last Dance:	
Additional Music Instructions:	