



Wedding DJ Planner

Wedding Date: _____ (Day) _____ DJ: _____

Groom's Name: _____

Bride's Name: _____

Wedding Ceremony Facility (Optional): _____

Ceremony Address: _____
Street City Zip

Phone Number: _____

Wedding Reception Facility: _____

Reception Address: _____
Street City Zip

Phone Number: _____ Number of Guests: _____

Photo Booth: Yes or No

Memory Book: Yes or No

Up-Lighting: Yes or No

Projection Screen: Yes or No

Ceremony Music: Yes or No

Ceremony Start Time (Optional): _____ Reception Start Time: _____

Cocktail Hour: (Music will be at a low volume so that guests can have conversations.) Cocktail Hour Mixes Collection: (Please choose one mix or select own music) recommend only first names for the bridal party to make the wedding more intimate.

Current Top 40: _____ (Train, Adele, One Republic, Alicia Keys, Beyoncé, Mumford & Sons, John Mayer)

R&B: _____ (Trey Songz, Chris Brown, Robin Thicke, Ne-Yo, Usher, Jamie Foxx, Keyshia Cole)

Vitamin String Quartet: _____ (Various popular cover songs by a string orchestra)

Big Band: _____ (Frank Sinatra, Dean Martin, Michael Buble, Harry Connick Jr.)

Alternative: _____ (Oasis, Incubus, Coldplay, U2, White Stripes, Dave Matthew's Band)

Smooth Jazz: _____ (Various Artists)

Soft Rock: _____ (The Beatles, Steve Miller Band, Beach Boys, The Eagles, Jewel)

Motown: _____ (Stevie Wonder, The Temptations, Ray Charles, Jackson 5, Marvin Gaye)

Country: _____ (Garth Brookes, Keith Urban, Brad Paisley, Lady Antebellum)

Bridal Party Arrival Time: _____

Introductions: Announce that guests can request songs? Yes or No

Announce for guests to get picture taken in photo booth? Yes or No

Announce for guests to sign guest book or picture frame? Yes or No

Shout out to Grandparents and Parents? Yes or No Example: "Can everyone please put their hands together for the Grandparents and Parents of the bride & groom for helping make this wedding possible!"

Bridal Party Introduction: (Order is typically the same as processional at ceremony)

Introduction Song: _____

**We recommend only first names for the bridal party to make the wedding more intimate.

Bridesmaids:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

(Jr. Bridesmaid) _____

(Matron of Honor?) _____

(Maid of Honor) _____

(Flower Girl) _____

Groomsmen:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

(Jr. Groomsmen) _____

7. _____

(Best Man) _____

(Ring Bearer) _____

Bride and Groom Introduction:

Introduction song: _____

“Ladies and Gentlemen, it is my honor to introduce to you:

Mr. & Mrs. _____”

Cake Cutting: Cake Cutting

Song: _____

**Note: Cake cutting can also be done after dinner, but we recommend cutting the cake right after introductions so that guests are paying attention. Also, the hall can cut the cake while dinner is taking place so that it can be served immediately after dinner.

Toasts & Blessing:

1. Maid of Honor: _____

2. Best Man: _____

3. Additional toasts? _____

4. Blessing (Reverend, Priest, Rabbi, Etc.): _____

Dinner: (Music will be at a low volume so that guests can have conversations.)

Approximated Time: _____ Dinner Style: _____

Dinner Mixes Collection: (Choose one dinner mix or select own music)

Examples of Music Artists are given below in each type of mix

Vitamin String Quartet: _____ (Various popular cover songs by a string orchestra)

Big Band: _____ (Frank Sinatra, Dean Martin, Michael Buble, Harry Connick Jr.)

Alternative: _____ (Oasis, Incubus, Coldplay, U2, White Stripes, Dave Matthew's Band)

Smooth Jazz: _____ (Various Artists)

Soft Rock: _____ (The Beatles, Steve Miller Band, Beach Boys, The Eagles, Jewel)

Motown: _____ (Stevie Wonder, The Temptations, Ray Charles, Jackson 5, Marvin Gaye)

Country: _____ (Garth Brookes, Keith Urban, Brad Paisley, Lady Antebellum)

Current Top 40: _____ (Train, Adele, One Republic, Alicia Keys, Beyoncé, Mumford & Sons, John Mayer)

R&B: _____ (Trey Songz, Chris Brown, Robin Thicke, Ne-Yo, Usher, Jamie Foxx, Keyshia Cole)

Special Dances:**Note: Dinner typically takes an hour followed by the special dances.

First Dance of Bride and Groom Song: _____

Bridal Party Dance Song: _____

(Note: Bridal Party may join bride and groom's first dance or choose a separate song.)

Bride and Father Dance Song: _____

Groom and Mother Dance Song: _____

Additional Dances: Yes or No Anniversary Dance: Yes or No Dollar Dance: Yes or No

Special Ceremonies (Optional):

Garment Removal Ceremony Song: _____

Garment Toss Song: _____

Bouquet Toss Song: _____

Winner's Ceremony Song (Optional): _____

Announce Late Night Snack: Yes or No

Announce 15 minute warning for Photo Booth: Announce Shuttle Times: Yes or No

Announce Last Call for Alcohol: Yes or No

What time? _____

Last Song of the Night: _____

Wedding Reception Ending Time: _____

Notes for the Wedding DJ: - Is it okay to take song requests from the guests? Yes or No

If a song is killing the dance floor, can the DJ fade out the song, even if it is a request from the guest? Yes or No

From your play list as well? Yes or No

Banquet Manager's Name: _____

Photographer's Name: _____

Videographer's Name: _____

Any Additional Information?

Types of Music You Would Like Played: Please circle the genres of music that you would like played and also the music that you think your guest will like. Keep in mind that it is good to have a variety of different music to appeal to everyone at the wedding in order to keep guests dancing.

Oldies 70's (Disco) Motown Rock 80's 90's
R&B

Techno Top 40 (Pop) Hip-Hop Alternative

Country Other Genres (Optional): _____

Line Dances: (Select the ones you would like to be played.)

Cupid Shuffle: Yes or No Cha Cha Slide: Yes or No The Hustle: Yes or No

Wobble: Yes or No Macarena: Yes or No Y.M.C.A.: Yes or No

The Twist: Yes or No Hokey Pokey: Yes or No Chicken Dance: Y or No

The Train: Yes or No Turbo Hustle: Yes or No

Crank That (Soulja Boy): Yes or No Teach Me How To Dougie: Yes or No

Gangnam Style: Yes or No

****Note:** Please list any songs that you would like played during dancing. We suggest not exceeding 20 requested songs, because it is good to allow the DJ to pick music to get guests dancing and also to allow room to take requests from the guests the night of.

Primary Song Requests (Optional):

1. _____ 2. _____
3. _____ 4. _____
5. _____ 6. _____
7. _____ 8. _____
9. _____ 10. _____

11. _____ 12. _____

Do Not Play Songs (Optional):

1. _____ 2. _____

3. _____ 4. _____

5. _____ 6. _____

7. _____

Only By Request Songs (Optional):

1. _____ 2. _____

3. _____ 4. _____

Ceremony Music (Optional):

1. Seating Music for Guests Arriving. You do not have to pick music for this, but you can if you would like. We suggest The Vitamin String Quartet Mix to be played during this time. It consists of popular cover songs with orchestra strings that guests really respond well to.

2. Bridal Party and Family Ceremony Entrance Song (Processional):

3. Bride Ceremony Entrance Song:

4. Sand Ceremony/Candle Lighting Ceremony Song (Optional):

5. Ceremony Leaving Song (Recessional):
