PLEASE COMPLETE & RETURN

Event Date/Location:

Reception Time: September

Are we providing music for Cocktail Hour? What time?

Bride and Groom (first names):

Name of Reception Contact person:

\*Alert me if the reception room is being used for ceremonies or cocktail hour prior to load-in

**Introductions: *(In order of appearance into reception room)***

Song(s) and Names of individuals for introduction**:**

Bride’s Parents:

Groom’s Parents:

Officiant:

Flower Girl:

Ring Bearer:

Matron of Honor:

Groomsmen:

Bride & Groom:

First Dance (name of song):

*(Do you want to dance the whole song alone or do you want bridal party & guests to join in?)*

Will anyone say a prayer/blessing? If so, whom?

Will anyone give a toast? If so, whom?

Cake cutting ceremony? Yes/No? Song Request:

Will Bride dance with Father? Yes**/**No? Song Request:

Will Groom dance with Mother? NameYes/No? Song Request?

***\*\*please ask others to join in dancing after about a minute into the song***

Please indicate any special announcements (example: birthdays, anniversary):

Please list songs/artists you would like to hear:

Please list songs you DO NOT want played: