

Impressive Entertainment DJ Service

Ph: 901-833-8832 Email: fogsdj2@yahoo.com

Wedding Reception Planner

Impressive Entertainment has two goals:

1. To make sure that your dance runs smoothly and according to your plans.
2. To make sure that all of your guests have a great time.

Filling out this reception planner will help us meet these goals.

PLEASE COMPLETE AND SUBMIT THIS FORM TO US AT LEAST 30 DAYS PRIOR TO YOUR EVENT

GENERAL INFORMATION:

Brides Name:	<input type="text"/>	Phone # Work:	<input type="text"/> - <input type="text"/>
Email:	<input type="text"/>	Phone # Cell:	<input type="text"/> - <input type="text"/>
		Phone # Home:	<input type="text"/> - <input type="text"/>
Grooms Name:	<input type="text"/>	Phone # Work:	<input type="text"/> - <input type="text"/>
Email:	<input type="text"/>	Phone # Cell:	<input type="text"/> - <input type="text"/>
		Phone # Home:	<input type="text"/> - <input type="text"/>
Date of Reception:	<input type="text"/>	Number of Guests :	<input type="text"/>
Hall Name:	<input type="text"/>	Hall Address:	<input type="text"/>
Hall Phone #:	<input type="text"/>	Hall City:	<input type="text"/>
		Hall State:	<input type="text"/>
		Hall Zip:	<input type="text"/>

Special Directions:

How would you like your DJ to dress? Tux Suit Casual

Please pay Gratuity directly to your Disc Jockey

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SET-UP TIME:

Your DJ would like to begin setting up at least one hour prior to the start of your dance.
Please have one table (*at least six feet in length*) placed where you would like the DJ to perform.

What time is your ceremony:

What time is your reception?

What approximate time is music:

What time will your guests arrive at the reception hall:

What time will the Bride and Groom arrive:

Will you be serving:

Will there be a blessing for the meal:

Would you like your DJ to be set up before the guests arrive:

(Early set-up time is available; please call your Impressive Entertainment representative for details.)

Would you like the DJ to introduce or announce the wedding party: YES NO

RECEPTION FLOW

BRIDESMAID

1. (Maid of Honor)
2.
3.
4.
5.
6.

More:

ESCORTED BY

GROOMSMAN

1. (Best Man)
2.
3.
4.
5.
6.

More:

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The following is a list of items that may take place at your reception. Please check the items you desire at your reception.

- | | |
|---|---------------------------------------|
| <input type="checkbox"/> Receiving Line | <input type="checkbox"/> Bouquet Toss |
| <input type="checkbox"/> Dinner/Buffer | <input type="checkbox"/> Garter Toss |
| <input type="checkbox"/> Cake Cutting | <input type="checkbox"/> Dollar Dance |
| <input type="checkbox"/> Toast to Bride/Groom | <input type="checkbox"/> Other |

Bride & Groom Dance:	<input type="text"/>	(Song Selection & Artist)
Father & Bride Dance:	<input type="text"/>	(Song Selection & Artist)
Mother & Groom Dance:	<input type="text"/>	(Song Selection & Artist)
Parent's Dance:	<input type="text"/>	(Song Selection & Artist)
Parent's Names:	<input type="text"/>	(Bride's Father)
	<input type="text"/>	(Bride's Mother)
	<input type="text"/>	(Groom's Father)
	<input type="text"/>	(Groom's Mother)
Wedding Party Dance:	<input type="text"/>	(Song Selection & Artist)

MUSIC VARIETY:

Your DJ may take requests from your guests and play ONLY requests based upon YOUR music style selections.

Please Select the music styles you want played at your event.

- | | | |
|---|--------------------------------------|---|
| <input type="checkbox"/> Complete Variety | <input type="checkbox"/> 60's | <input type="checkbox"/> Country |
| <input type="checkbox"/> Top 40 | <input type="checkbox"/> 50's | <input type="checkbox"/> Contemporary Country |
| <input type="checkbox"/> 90's | <input type="checkbox"/> R&B | <input type="checkbox"/> Polkas |
| <input type="checkbox"/> 80's | <input type="checkbox"/> Alternative | <input type="checkbox"/> Waltzes |
| <input type="checkbox"/> 70's | <input type="checkbox"/> Big Bands | <input type="checkbox"/> Rap |

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Write below some of the songs you know you would definitely want your DJ to play. Keep in mind your DJ can play between 60-70 songs in a 4-hour period.

TITLE AND/OR ARTIST

Do you wish to bring music from your personal CD collection:

ICEBREAKERS (AUDIENCE PARTICIPATION DANCES):

Your DJ has been trained to help your guests have fun and become part of your celebration through the use of icebreaker dances. If you are unsure of what an icebreaker dance is, please contact your representative.

Below is a small sample of our icebreakers; please select or list any that you would like done:

- | | |
|--|---|
| <input type="checkbox"/> Bird (Chicken) Dance | <input type="checkbox"/> Lost That Loving Feeling |
| <input type="checkbox"/> Bunny Hop | <input type="checkbox"/> Macarena |
| <input type="checkbox"/> Cha Cha Slide | <input type="checkbox"/> Macho Man |
| <input type="checkbox"/> Conga Line | <input type="checkbox"/> Party Train |
| <input type="checkbox"/> Cotton Eyed Joe | <input type="checkbox"/> Remedial Disco |
| <input type="checkbox"/> Country Line Dances | <input type="checkbox"/> Snowball Dance |
| <input type="checkbox"/> Electric Slide | <input type="checkbox"/> Stroll |
| <input type="checkbox"/> Flying Dutchman (Butterfly) | <input type="checkbox"/> Survivor |
| <input type="checkbox"/> Hokey Pokey | <input type="checkbox"/> Twist |
| <input type="checkbox"/> Limbo | <input type="checkbox"/> YMCA |
| <input type="checkbox"/> Locomotion | |

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Other dances you may have seen or know of that aren't listed:

SPECIAL ATTENTION, ANNOUNCEMENTS, DEDICATIONS, OR REQUESTS:

In order to help your reception flow smoothly, your DJ will coordinate with your reception hall staff, caterer and photographer.

Hall Manager's Name: Videographer's Name:

Caterer's Name: Company:

Photographer's Name: Company:

Are there any special situations or things your DJ should know (i.e. divorce, step parents, recent funeral, handicaps, etc.)?

We're happy to announce where you are going on your honeymoon, birthdays, anniversaries or any other special occasion or, if you like, you can use our microphone for your own announcements.

Comments:

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