

MUSIC BOX PRODUCTIONS, INC.

(586) 790-1519

RECEPTION PLANNING SHEET

Please complete and bring to your planner with your D.J.

Bride and Groom announced as: _____

DJ's Dress:(please circle one) Tux / Suit / Casual How many guests? (Approx) _____

****Your Disc Jockey will fill this portion out with you during your office planning.****

BRIDESMAID

ESCORTED BY:

GROOMSMAN

1) Maid/ of Honor: _____ **1) Best Man:** _____
Matron

2) _____ **2)** _____

3) _____ **3)** _____

4) _____ **4)** _____

5) _____ **5)** _____

6) _____ **6)** _____

7) _____ **7)** _____

Flower Girls: _____ **Ring Bearer:** _____

Jr. Brides Maid: _____ **Ushers:** _____

Name of Bride's parents: _____

Name of Groom's parents: _____

Bride's Grandparents: _____

Groom's Grandparents: _____

RECEPTION FLOW *Your DJ will set up at least one-hour prior to start*****

Receiving Line: Church / Hall / Table Visits

Arrival Times: Guests:_____ Bridal Party:_____

To what song do you want to be announced? Bridal Party: _____

Bride & Groom: _____

DURING THE DINNER/BUFFET

Cake Cutting: before / after dinner Song to cut cake: _____

Toasts: 1. _____ 2. _____ 3. _____

Prayer before dinner will be given by: _____

What time does dinner begin? _____ Style: _____

Specific Dinner Music favorites: _____

Are your disc jockeys invited to dinner? Y / N

Bride and Groom will smooch during dinner by: _____

Specialty Song Selections:

**Bride and Groom Dance: _____
before / after dinner**

**Wedding Party Dance: _____
before / after dinner**

Father/Bride Dance: _____

Mother/Son Dance: _____

Other: _____

Anniversary Celebration Dance: Y / N Song: _____

Garter/Bouquet: Full / Conservative / None

MUSIC VARIETY

Please check the music styles you prefer:

- | | |
|--|--|
| <input type="checkbox"/> Complete Variety | <input type="checkbox"/> R & B |
| <input type="checkbox"/> Top 40 | <input type="checkbox"/> Big Band / Rat Pack |
| <input type="checkbox"/> Retro | <input type="checkbox"/> Rock |
| <input type="checkbox"/> Disco/Funk | <input type="checkbox"/> Country |
| <input type="checkbox"/> Motown & Oldies | <input type="checkbox"/> Alternative |
| <input type="checkbox"/> House / Techno / Club Dance | <input type="checkbox"/> Polkas & Waltzes |
| <input type="checkbox"/> Hip Hop | <input type="checkbox"/> Ethnic |

Please select and write below some of your favorite songs that you know you would definitely want your DJ to play during your party. Attach additional sheet if needed.

BRIDE'S REQUESTS

GROOM'S REQUESTS

TITLE AND / OR ARTIST

TITLE AND / OR ARTIST

Please specify any song or type of music you do not want played at your event.

Honeymoon Destination: _____

Special Announcements: (Birthdays, Anniversaries, Distant Travelers, Special Thanks, etc.)

THANK YOU, WE'RE LOOKING FORWARD TO ENTERTAINING YOU !!!!
MUSIC BOX PRODUCTIONS INC.