

Magic Jukebox DJ & DVD Productions
Wedding Reception Planner

Name: _____ Phone: _____

Address: _____

Bride's Name: _____ Groom's Name: _____

Email address: _____

Location of Hall : _____ Event Date: _____

Phone # of Hall: _____

What time will Hall be open for setup? _____

What time will Reception start? _____ End? _____

Approximate time Bride & Groom will arrive: _____

Approximate time dinner will be served: _____

Photographer: _____ Videographer: _____

Will the Best Man be making a toast? _____ Best Man's name: _____

Anyone else making a toast? _____ Name: _____

Will a prayer be said before dinner? _____ By whom? _____

Will the Bridal Table be served dinner or go through the buffet line? _____

Will you be doing the following:

Cutting the cake? _____ How many cake servers? _____

Tossing the bouquet? _____ Tossing the garter? _____
Is the "Stripper music" OK? _____

Father/Daughter Dance? _____ Song & Artist: _____

Mother/Son Dance? _____ Song & Artist _____

Bride/Groom Dance? _____ Song & Artist: _____

Wedding Party to join Bride/Groom or separate? _____ Song & Artist: _____

Parents to join dance? _____

Dollar Dance? _____

Any Special Arrangements? _____