



DJ Entertainment &
Event Production

Office: (732) 571-2623
FAX: (732) 483-4383
www.as-sound.com

Wedding Entertainment Planning Guide

We would like to introduce you to our Wedding Entertainment Planning Packet, An innovative approach to the organizational details and musical programming of your wedding. We will customize and share our successful ideas in order to create for you the best event possible.

Included in this packet are:

- The Customized Wedding Timeline
 - The Reception Checklist
- Important Wedding Details Sheet
 - Music Request List

In addition to this packet, each client has the opportunity to have an A & S Sound Personal Planning Session with their Emcee Personality in order to review the details of your wedding.

The result of our meeting and attention to detail leads to what you expect...
Entertainment at Its Best with A & S Sound
Look to A & S Sound with confidence...
For the "A & S Sound" Experience.



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WEDDING RECEPTION DETAILS

Celebration for Mr. & Mrs.: _____

Date of Celebration: _____

Important Times:

- Bridal Party Arrival: _____
- Guest Arrival: _____
- Ceremony: _____
- Cocktail: _____
- Reception: _____
- After Party: _____

Locations:

- Ceremony: _____
- Cocktail: _____
- Reception: _____
- After Party: _____

Location Contact Information:

- | | <u>Name</u> | <u>Phone Number</u> |
|----------------|-------------|---------------------|
| • Ceremony: | _____ | _____ |
| • Cocktail: | _____ | _____ |
| • Reception: | _____ | _____ |
| • After Party: | _____ | _____ |



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WEDDING RECEPTION CHECKLIST

1. Emcee Interactivity

- A. High (Dancing with you and your guests on the dance floor)
- B. Medium (Picking unique moments to interact with your guests)
- C. Low (Remaining behind the DJ booth and not interacting with guests)

You're Choice: _____

2. Reception Mood

(Circle all that apply)

- | | | | |
|-----------|-------------|--------------|-----------|
| A. Fun | B. Exciting | C. Elegant | D. Wild |
| E. Classy | F. Humorous | G. Laid Back | H. Formal |

3. Music Requests

- A. Only play the music you, the client have provided us, nothing more.
- B. Play most of the music you gave us, but have the freedom to play what we feel may go over well with the crowd.
- C. Play our must plays and then whatever we think would be appropriate for your guests to dance to.

You're Choice: _____

4. Special Ceremonies

(Circle all that apply)

- | | | |
|------------------|--------------------------|-------------------------|
| A. Cake Cutting | B. Father/Daughter Dance | C. Groom/Mother Dance |
| D. Introductions | E. Bridal Party Dance | F. Birthday Cake |
| G. Anniversary | H. Garter Ceremony | I. Garter Toss |
| J. Bouquet Toss | K. Reenactment Ceremony | L. Centerpiece Giveaway |
| M. Dollar Dance | N. Crowning | O. Additional Ceremony |



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BRIDAL PARTY INTRODUCTION INFORMATION

Grandparents of Bride: (SONG: _____)
• _____
• _____

Grandparents of Groom: (SONG: _____)
• _____
• _____

Parents of Bride: (SONG: _____)
• _____

Parents of Groom: (SONG: _____)
• _____

FLOWER GIRL

RING BEARER

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)



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BRIDAL PARTY INTRODUCTION INFORMATION

BRIDESMAIDS

USHERS

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)

_____ ESCORTED BY: _____
(SONG: _____)

MAID/ MATRON OF HONOR

BEST MAN

_____ ESCORTED BY: _____
(SONG: _____)

BRIDE AND GROOM ANNOUNCED AS:

(SONG: _____)



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Important Wedding Song Selections

Bride & Groom First Dance: _____

Bride & Father Dance: _____

Groom & Mother Dance: _____

Blessing: _____

Toasts: _____

Bouquet Toss: _____

Garter Removal: _____

Garter Toss: _____

Garter Placement: _____

Cake Cutting: _____



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WEDDING RECEPTION TIMELINE

Guest Arrival for Reception: _____

Warm-Up Dance Set (About 10 minutes): Yes or No

Introductions: _____

Bride/Groom First Dance: _____

Parent Dances: _____

Blessings/Toast: _____

1st Course: _____

2nd Course: _____

Main Course: _____

Bouquet Toss: _____

Garter Toss: _____

Cake Cutting: _____

Dessert: _____

Reception Ends: _____

Miscellaneous: _____



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**Music Request Form
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Artist

Song



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**Music Request Form
(Do NOT Play)**

Artist

Song