

BLESSING: Y / N

TOAST: *(Couple are Seated)* Y / N

CUTTING OF CAKE: Y / N

Is the cake being used for dessert? Y / N
(The cake is usually cut near the end of the meal to give the banquet staff adequate time to cut and serve)

Song: _____

PARENT DANCE: Y/N

For _____

Song: _____

PARENT DANCE: Y/N

For _____

Song: _____

TOSS BOUQUET: Y/N

Anniversary Waltz: Y/N

OTHER SPECIAL INSTRUCTIONS OR FAMILY ETHNIC TRADITIONS:

SONGS & TYPES OF MUSIC THAT YOU DON'T WANT TO HEAR:

SONGS & TYPES OF MUSIC THAT YOU DO WANT TO HEAR: *(Attach list please)*

Photographer: _____

Videographer: _____

Banquet Mgr: _____

HOW DID THE TWO OF YOU MEET:

WHERE DO YOU BOTH WORK:

WHERE ARE YOU GOING ON YOUR HONEYMOON:

NEW ADDRESS & PHONE:

(So that we may update this information on our mailing list)

Email Address: _____

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We have put together this questionnaire to help you prepare for your wedding reception or commitment ceremony.

Please try to answer all of the questions prior to your personal meeting with your DJ/Event Director.

They will be going over your responses to help personalize your day. The ideas offered within are merely suggestions and you may stray from them as much as desired.

Rev: Mar 2010

A copy of this questionnaire is available at our website:
www.RobAlberti.com

QUESTIONNAIRE

LOCATION OF RECEPTION:

(Including Street Address & Phone Number)

of Guests: _____

DATE: _____

Time of Guest Arrival: _____

(We need to know when people will begin to arrive as we set up our equipment 1 hour before.)

End of Reception Time: _____

(The end of the reception may be extended on the day of your event for the quoted OT rate past the contracted time.)

Ceremony in same location: **Y / N**

Interlude: _____ Attendants: _____

Processional: _____ Recessional: _____

COCKTAIL/DINNER MUSIC:

- Instrumental Jazz/Vocals
- Mix of Soft, Slow Music Other

Cocktail hour in same location as dinner/dancing? Y/N

INTRODUCTIONS: **Y / N**

(Please fill in all requested information about your attendants to the right. Be sure to list whether attendants are friends, brothers, sisters, etc. for added personalization of your reception during introductions. Your DJ will review name pronunciations with you during your personal meeting approximately 6 weeks prior to your event)

FIRST DANCE: **Y / N**

(We highly recommend that you plan your First Dance to occur immediately after introductions and before dinner. This signifies the start of the festivities and gives you more time after dinner for dancing without interruptions.)

Song: _____

Before Dinner? **Y / N**

WEDDING PARTY DANCE: **Y / N**

(The Wedding Party is usually invited to dance with the new couple immediately after their first dance. This gives the Photographer a chance to take pictures of the attendants.)

Song: _____

Dancing Between Courses? **Y / N**

Sit Down Meal?: ___ Station Meal?: ___

Grandparents
of _____:

Grandparents
of _____:

Normally, Grandparents are announced already in reception hall and don't walk in with attendants.
Please inform us of any special family circumstances.

Special Bridal Party Introduction Song: _____

Parents
of _____:

Parents
of _____:

Jr. Bride's Maid &
Jr. Groomsman:

Bride's Maid &
Groomsman:

Bride's Maid &
Groomsman:

Bride's Maid &
Groomsman:

Bride's Maid &
Groomsman:

Bride's Maid &
Groomsman:

Bride's Maid &
Groomsman:

Flower Girl(s):

Ring Bearer(s):

Maid or
Matron of Honor:

Best Man:

Special Couple Introduction Song: _____

(Ladies & Gentlemen, Please Rise with me and Welcome)

Introduce
Couple as:

INTRODUCTIONS