

# Simply The Best Party !

## The People

This is the place to list all of the people in your Wedding Party as well as any other persons of honor .

<b>Bride's Name</b>	_____	<b>Groom's Name</b>	_____
<b>Matron of Honor</b>	_____	<b>Best Man</b>	_____
<b>Maid of Honor</b>	_____	<b>Groomsman 1</b>	_____
<b>Bridesmaid 1</b>	_____	<b>Groomsman 2</b>	_____
<b>Bridesmaid 2</b>	_____	<b>Groomsman 3</b>	_____
<b>Bridesmaid 3</b>	_____	<b>Groomsman 4</b>	_____
<b>Bridesmaid 4</b>	_____	<b>Groomsman 5</b>	_____
<b>Flower Girl</b>	_____	<b>Ring Bearer</b>	_____
<b>Father of the Bride</b>	_____	<b>Father of the Groom</b>	_____
<b>Mother of the Bride</b>	_____	<b>Mother of the Groom</b>	_____

### Other persons of honor (Grandparents, Godparents, Etc)

Name	Relation / Title
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please list the following important people so that we can make them aware at all times what is planned next for your Reception.

**"Go To" Person** \_\_\_\_\_

The "Go To" Person is someone you entrust to make any decisions during your party.

**Photographer** \_\_\_\_\_

**Videographer** \_\_\_\_\_

**Other important People** \_\_\_\_\_  
\_\_\_\_\_

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## Musical Selection Sheet

We welcome requests for any specific songs, artists or styles of music and guarantee to have them if requested below. You can give us specific songs and even an order of play, or you can rely on us to program a mix to satisfy all of your friends and family.

Just fill in the information below to help us personalize your event.

Introductions	_____	Anniversaries, Birthdays
Bride & Groom (1st Dance)	_____	or other special dedications:
Bridal Party (2nd Dance)	_____	_____
Cake Cutting	_____	_____
Bride & Father Dance	_____	_____
Groom & Mother Dance	_____	_____
Bouquet Toss	_____	_____
Garter Removal	_____	_____
Garter Toss	_____	_____
Garter Placement	_____	_____

### Dinner Music

Artists	_____
Song	_____
Titles	_____
	_____
	_____
	_____
	_____
	_____
	_____
Styles	_____
Eras	_____

### Dancing Music

Artists	_____
Song	_____
Titles	_____
	_____
	_____
	_____
	_____
	_____
	_____
Styles	_____
Eras	_____

Please list any musical styles, artists or songs you DO NOT want to be played:

\_\_\_\_\_

Additional Notes : \_\_\_\_\_

\_\_\_\_\_

*Traditionally we will play guest's requests on the day of your event. Should we feel any requests are "questionable" we will ask your "Go To" person and then you if need be before play.*

Check this box if you prefer we NOT accept requests.

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## Reception Timeline...

This is a basic agenda that the majority of wedding receptions follow.

Please take the time to review it, filling in the blanks and noting any additional events or changes in the order you prefer. Feel free to be as detailed as you like, noting times on the left.

Be assured we will always use our best judgment in keeping to this timeline.

We will never allow your party's atmosphere to suffer to abide by timeframes listed, unless specifically instructed by you to do so.

- \_\_\_\_\_ 1. Greet the wedding party when they arrive, and arrange the order for the introduction.
  
- \_\_\_\_\_ 2. Announce the wedding party and other persons of honor.
  
- \_\_\_\_\_ 3. Reintroduce the bride and groom and invite them to dance to their wedding song.
  
- \_\_\_\_\_ 4. Introduce the Invocation(Prayer). **Invocation Speaker** \_\_\_\_\_
  
- \_\_\_\_\_ 5. Introduce the toast. **Toast Speaker** (Usually The Best Man): \_\_\_\_\_
  
- \_\_\_\_\_ 6. Invite all to sit down to dinner.(Commencement of dinner music)
  
- \_\_\_\_\_ 7. Give away table center pieces.
  
- \_\_\_\_\_ 8. Introduce the cutting of the cake.
  
- \_\_\_\_\_ 9. We will invite the Bridal Party to the dance floor for the Bridal Party dance.
  
- \_\_\_\_\_ 10. Open the Dance floor for everybody.
  
- \_\_\_\_\_ 11. Special parent dances.
  
- \_\_\_\_\_ 12. Bouquet and Garter toss.

Additional Events / Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## Photography/Video Planning Sheet

Fill out the details regarding your locations and timeline for you day below.

Keep in mind that any times are for reference only.

We will always do our best to meet your needs while attempting to keep the specified time table.

**Bride / Groom Cell Phone # :** \_\_\_\_\_

### Location 1

Brides Preparation

Start Time: \_\_\_\_\_AM / PM

End Time: \_\_\_\_\_ AM / PM

**Shoot Location:** \_\_\_\_\_

**Location Address:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

### Location 2

Church / Ceremony

Start Time: \_\_\_\_\_AM / PM

End Time: \_\_\_\_\_ AM / PM

**Shoot Location:** \_\_\_\_\_

**Location Address:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

### Location 3

Outdoor Formal Location

Start Time: \_\_\_\_\_AM / PM

End Time: \_\_\_\_\_ AM / PM

**Shoot Location:** \_\_\_\_\_

**Location Address:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

### Location 4

Reception Hall

Start Time: \_\_\_\_\_AM / PM

End Time: \_\_\_\_\_ AM / PM

**Event Location:** \_\_\_\_\_

**Location Address:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

### Timeline

\_\_\_\_\_ Arrive / Bride's Preperation

\_\_\_\_\_ Drive to Ceremony

\_\_\_\_\_ Setup / Groomsmen

\_\_\_\_\_ Ceremony

\_\_\_\_\_ Receiving Line / Exit

\_\_\_\_\_ Formal Portraits

\_\_\_\_\_ Drive to location 3

\_\_\_\_\_ Outdoor Formal Portraits

\_\_\_\_\_ Drive to Reception Hall

\_\_\_\_\_ Announcement to Hall

\_\_\_\_\_ Bride and Groom first dance.

\_\_\_\_\_ Invocation(Prayer) - Toast.

\_\_\_\_\_ Cutting of the cake.

\_\_\_\_\_ Bridal Party Dance.

\_\_\_\_\_ Parent dances

\_\_\_\_\_ Bouquet and Garter toss.

Additional Events / Notes \_\_\_\_\_

\* Should you desire any specific shots, please feel free to make notes above or on rear of this sheet.