

CrossFade Entertainment Wedding Planner

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Please fill out this questionnaire and return to us at: zach@crossfadeentertainment.net
This will help assure that your event will flow smoothly. Feel free to add or remove anything on this sheet. After returning this form, please notify us of any changes. Thank You!

Address of Venue _____

INTRODUCTIONS

Parents of the Bride _____

Parents of the Groom _____

Ring Bearer _____ Flower Girl _____

Groomsman _____ Bridesmaid _____

Groomsman _____ Bridesmaid _____

Groomsman _____ Bridesmaid _____

Groomsman _____ Bridesmaid _____

Groomsman _____ Bridesmaid _____

Best Man _____ Maid of Honor _____

Groom _____ Bride _____

How would you like to be introduced? Mr. & Mrs. _____

MUSIC / DANCES

Music for the Bridal Party Entrance:

Song _____

Artist(s) _____

Music for the Bride and Groom Entrance

Song _____

Artist(s) _____

Music for the Cutting of the Cake:

Song _____

Artist(s) _____

Bride & Groom Dance:

Song _____

Artist(s) _____

Wedding Party Dance:

Song _____

Artist(s) _____

Bride & Father Dance:

Song _____

Artist(s) _____

Groom & Mother Dance:

Song _____

Artist(s) _____

Other Dance: (If chosen)

Song _____

Artist(s) _____

Music for the Bouquet Toss:

Song _____

Artist(s) _____

Music for the Removal of the Garter:

Song _____

Artist(s) _____

Music for the Garter Toss:

Song _____

Artist(s) _____

Music for the Dollar Dance (If Chosen):

Song _____ Song _____

Artist(s) _____ Artist(s) _____

Song _____

Artist(s) _____

Reception Event Order

This is for you to use as a guideline in planning your wedding reception. Please insert a number next to each event. Start with number 1 and follow in numerical order. **All events are optional**, please put a line through any event to eliminate.

_____ **Background Music** will be played during the arrival of the guests. **Time:** _____

_____ **Wedding Party Announcements** The DJ and DJ assistant will announce the wedding party. **Time:** _____

_____ **Toast** The best man will be introduced. Wireless microphone is available. **Before or After** dinner is served? Please circle one.

Name _____

_____ **Other Toasts** Please circle Father of the Groom Father of the Bride **Name :** _____

Maid of Honor **Name :** _____

Groomsman **Name :** _____

Bridesmaid **Name :** _____

_____ **Blessing/Grace** before dinner, chosen person will be introduced. Wireless microphone available.

Name : _____

_____ **Food Service** will be announced and dinner music will be played. **Time:** _____

_____ **Cake Cutting** Before or after Dinner announced and attention will be directed towards the cake and the Bride & Groom.

Time: _____

_____ **Special Dance - Bride & Groom** will be introduced and their special song played.

_____ **Special Dance - Bride & Father** will be introduced and their special song played.

_____ **Special Dance - Groom & Mother** will be introduced and their special song played.

_____ **Special Dance - Wedding Party** will be invited onto the dance floor to dance to a song selected by you.

_____ **Other** - Use to write in your own special event or dance, otherwise please disregard.

_____ **Dancing** to your music selections along with appropriate requests from your guests.

_____ **Garter Removal & Toss** The bride sits down and the groom uses only his teeth to take the garter off the bride. We will then call the groom and the single men to the dance floor. Next, we will give a countdown for the toss.

_____ **Bouquet Toss** We will call the bride and the single women to the dance floor. Then we will give a countdown for the toss.

_____ **Special Dance - Couple who caught Garter & Bouquet** Their special song played.

_____ **Dancing** to more dance music until the end of your reception.

For the next section, please also consider the music requests from your guests.

Songs and/or types of music you **DO NOT** want to hear:

Songs and/or types of music you **DO** want to hear:

Last song / dance of the night:

Birthdays or Anniversaries to be announced:

Optional Specialty Dances Please check the dances that you would like to have.

_____Dollar Dance _____Chicken Dance _____Hokey Pokey
_____Cha-Cha Slide _____Hustle _____Macarena _____YMCA Any additional comments or anything special you
would like to add for your wedding reception?

Uplighting Color

Photo Booth backdrop color: examples on websight

___ Gold ___ Silver ___ White ___ Rustic wood with lights ___ Rustic dark wood

What would you like the bottom of the photo strip to say: (For example Name, Date, etc)

Design template on websight (CrossFadeEntertainment.net/photo-booth/) hundred's of different designs

Photo booth scrap book add-on design # _____ examples on websight

Deposit amount paid to save the date _____

Date of event ____/____/____

Phone number : _____

Email: _____

May we take pictures at your wedding reception to post on our website? Yes / No (Please circle one)

Your time and effort put forth into completing this planner is greatly appreciated!

Please complete and mail back or Fax: or Email to us by the date indicated on the top of the first page.

You will receive a phone call the week of your wedding reception to confirm the details on this wedding planner.