



Creative Sounds Entertainment

Wedding Planning Guide

Congratulations on your engagement!

Thank you for choosing Creative Sounds Entertainment to be part of your wedding day. This workbook is designed to make planning simple, organized, and stress-free. Complete each section whenever it's convenient, and don't worry if you're unsure about anything—we'll review every detail together before your wedding.

Before You Begin...

- Complete the workbook at your own pace.
- Need help? Visit Help & Resources (p.17)
- Jump To the Table of Contents (p.2)

Table of Contents

<i>Wedding Information.....</i>	<i>2</i>
<i>Wedding Day Timeline.....</i>	<i>3</i>
<i>Ceremony.....</i>	<i>4</i>
<i>Wedding Party.....</i>	<i>5-6</i>
<i>Reception Formality Music.....</i>	<i>7-8</i>
<i>Reception Music Preferences.....</i>	<i>9-12</i>
<i>Additional Notes.....</i>	<i>13</i>
<i>Final Review.....</i>	<i>14</i>
<i>Before The Big Day.....</i>	<i>15-16</i>
<i>Help & Resources.....</i>	<i>17-21</i>

Creative Sounds Entertainment
Wedding Planning Guide

Wedding Information

Wedding Date:	
Bride:	
Groom:	
Start Time:	
End Time:	
Venue:	
Address:	
Estimated Guests:	
Primary Contact:	
Phone Number:	

Creative Sounds Entertainment
Wedding Planning Guide

Wedding Day Timeline

(Please list your events in the order you'd like them to occur. Don't worry if the times aren't exact—we'll review everything together before your wedding.)

Time	Event / Activity (Examples: 1st Dance, Cake Cutting, Processional, etc)

Creative Sounds Entertainment
Wedding Planning Guide

Ceremony

Will Creative Sounds Entertainment be providing audio for your ceremony?

☐ **Yes** ☐ **No**

(If you select "No," simply skip the Ceremony Music section and continue to the Reception Songs below)

Ceremony Event	Song	Artist
Processional		
Bride's Entrance		
Recessional		
Custom Need		

Special Ceremony Instructions (optional) <i>(example: officiant needs mic, live musicians, etc)</i>

Creative Sounds Entertainment
Wedding Planning Guide

Wedding Party & Grand Entrance

Please list the members of your wedding party below in the order they will be introduced. Feel free to rename any roles, leave unused rows blank, or insert additional rows if needed

Bride's Side		Groom's Side	
Role	Name	Role	Name
Parents		Parents	
Flower Girl		Ring Bearer	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Maid of Honor		Best Man	

How Should We Introduce You?

(example: Mr & Mrs Doe, Mr & Mrs John Doe, John & Jane Doe)

Wedding Party & Entrance Notes (optional)

*(list anything we should know about the entrances (**example**: entrance songs, pronunciation notes, etc))*

Creative Sounds Entertainment
Wedding Planning Guide

Reception Formality Music

Please list the songs you'd like us to use for your reception formalities. If a formality doesn't apply to your wedding, simply leave it blank.

Reception Event	Song	Artist
Grand Entrance(s)		
1st Dance		
Father/Daughter		
Mother/Son		
Cake Cutting		

Reception Notes & Special Requests (optional)

(example: photo dash, generation dance, special dances, special announcements, etc)

Creative Sounds Entertainment
Wedding Planning Guide

Reception Music Preferences

Music plays a huge role in creating the atmosphere for your reception. Please select every genre you'd enjoy hearing throughout the evening. We'll use your selections as a guide while reading the crowd and creating a balanced dance floor and general vibe throughout the night.

Music Genres

Top 40

- ☐ Dua Lipa
Taylor Swift
Post Malone

Pop Music

- ☐ Michael Jackson
Justin Timberlake
Bruno Mars

Hip Hop

- ☐ Kendrick Lamar
Lil Jon
Drake

Dance / EDM

- ☐ LMFAO
Pitbull
Flo-Rida

R&B

- ☐ The Weeknd
Usher
Chris Brown

Reggae/Dancehall

- ☐ Bob Marley
Sean Paul
Shaggy

Country

- ☐ Luke Combs
Morgan Wallen
Shania Twain

Rock

- ☐ Nickelback
Foo Fighters
Third Eye Blind

Reggaeton/Latin

- ☐ Bab Bunny
Don Omar
Daddy Yankee

Punk/Pop Punk

- ☐ Fall Out Boy
Blink 182
Green Day

Classic Rock

- ☐ ACDC
Bob Seger
ZZ Top

Alternative / Indie

- ☐ The Killers
Imagine Dragons
The White Stripes

Oldies

- ☐ The Rolling Stones
The Beatles
Elvis

Funk / Disco

- ☐ James Brown
The Bee Gees
The Commodores

Motown

- ☐ The Temptations
Diana Ross
Stevie Wonder

Preferred Music Eras

☐ Current Hits

☐ 2010's

☐ 2000's

☐ 1990's

☐ 1980's

☐ 1970's

☐ 1960's

☐ **Balanced Mix**

Favorite Artists

Bride's Favorite Artists	Groom's Favorite Artists

Artists You Both Love

There's no need to fill every line. Add as many or as few artists as you'd like. Feel free to leave lines blank or insert additional rows if needed—this workbook is designed to fit your unique tastes and preferences.

Song Requests

Every couple has songs that bring back memories or always get everyone singing along. This is your chance to tell us about yours! List as many songs as you'd like below—we'll use your requests to help create a soundtrack that's uniquely yours.

(Need inspiration? Think about songs that make you smile, bring back memories, or always get you on the dance floor.)

[illegible]

There's no limit to the number of requests. Feel free to leave unused rows blank or use the notes section or separate sheet to add more songs

Do Not Play List

Most couples only have a few songs, artists, or styles they'd prefer to avoid. If you have any, simply list them below, and we'll gladly keep them off your playlist.

Songs, Artists, or Genres to Avoid	

If nothing comes to mind, don't worry! Many couples leave this section blank. Only include songs, artists, or styles you'd truly prefer to avoid.

Music Notes (optional)

(Examples: favorite line dances, surprise songs, or anything else you'd like us to know.)

Creative Sounds Entertainment
Wedding Planning Guide

Additional Notes

Use this space for anything we should know that wasn't covered elsewhere in this workbook. This could include special requests, unique traditions, or any other details you'd like to share.

Creative Sounds Entertainment
Wedding Planning Guide

Final Review

Before submitting your planning guide, please take a moment to review the following:

- ☐ Wedding Information
 - ☐ Wedding Day Timeline
 - ☐ Ceremony
 - ☐ Wedding Party & Grand Entrance
 - ☐ Reception Formality Music
 - ☐ Reception Music Preferences
(requests, favorite artists, do not play list)
 - ☐ Additional Notes
 - ☐ I have reviewed my planning guide for accuracy
-

Photo & Video Permission

One of the ways couples discover Creative Sounds Entertainment is by seeing real weddings we've had the privilege of being part of. With your permission, we'd love to capture a few moments from your celebration to share on our website and social media. We always film respectfully and never interfere with your wedding day.

May Creative Sounds Entertainment capture and use photos and/or video from your wedding for marketing purposes?

☐ **Yes** ☐ **No**

Creative Sounds Entertainment

Wedding Planning Guide

Before the Big Day

A few important reminders to help everything run smoothly on your wedding day. . If you have any questions or unique circumstances, don't hesitate to reach out—we're always happy to help.

Final Payment

*Creative Sounds Entertainment currently accepts cash or checks for final payment.
Please make checks payable to:*

Patsy J. Cuzzocrea

Setup Time

Please allow Creative Sounds Entertainment access to the reception venue at least **2 ½ hours** before the **scheduled start** time to allow adequate time for setup and sound checks.

If your ceremony is being held at the same location, please use the ceremony start time instead.

DJ Setup Area

Please reserve a space of approximately **12 feet wide by 5 feet deep** for the DJ setup. The ideal location is:

- Near the dance floor
- Within reach of a standard electrical outlet
- Positioned so guests are not seated directly in front of the speakers whenever possible

This helps provide the best sound quality and a more enjoyable experience for everyone.

Power Requirements

Please avoid plugging high-powered appliances (coffee makers, heaters, catering equipment, etc.) into the same electrical circuit as the DJ setup whenever possible.

Outdoor Events

If any sound equipment will be used outdoors:

- Please ensure there is a power outlet within **50 feet** of the setup area.
- Please provide a canopy or other covering to protect the equipment from sun or rain.

A canopy may not be necessary for short outdoor ceremonies. If you're unsure, just ask.

Dance Lighting

If anyone attending your event has a medical condition such as photosensitive epilepsy or is sensitive to flashing lights, please let us know before the event so we can adjust or disable our dance lighting.

Weather

For outdoor events, please have a backup plan in case of inclement weather. We'll work with you and your venue to adapt if weather conditions change.

Flexibility

Wedding days don't always go exactly as planned—and that's okay! We'll adapt to schedule changes and work with your other vendors to keep everything running as smoothly as possible.

Help & Resources

Select any topic below to jump directly to that section

Using the Planner

- [Notes](#)

Planning Tips

- [Choosing Music](#)
- [Building A Song Request List](#)
- [Creating Your Do Not Play List](#)
- [Wedding Party & Grand Entrance Tips](#)
- [Timeline Planning](#)
- [Reception Flow](#)
- [Payment Information](#)

FAQs

- [Do I have to fill in every section?](#)
- [What if I need more room?](#)
- [Can we request songs last minute?](#)
- [What if our plans change?](#)
- [Do you take guest requests?](#)
- [What if we don't know every song yet?](#)
- [What if we're skipping certain traditions?](#)

Notes

Most sections of this planner include a Notes area where you can add any details, requests, or special instructions related to that section. If you're unsure where something belongs—or have anything else you'd like us to know—simply include it in the "Additional Notes" section near the end of the planner.

Choosing Music

Start with the songs that matter most.

You don't need to build an entire reception playlist—that's our job. Instead, focus on the songs that mean the most to you as a couple.

Things to think about:

- Artists you both enjoy
- Songs that remind you of special memories
- Songs your families love
- Music that reflects your personalities

DJ's Tip: Don't worry about filling every line. A handful of meaningful songs gives us a great starting point.

Building a Song Request List

Instead of trying to think of hundreds of songs...

Start by asking yourselves:

- What songs always make you smile?
- What songs never get skipped?
- What songs remind you of vacations, concerts, or dating?
- What songs get your friends dancing?

Think about **artists first**, then songs.

Creating Your Do Not Play List

Keep this list simple.

Include:

- Songs you genuinely dislike
- Artists you don't want played
- Genres you'd rather avoid

You don't need to add songs just because the table has room.

DJ's Tip: *It's usually more helpful to tell us what you love than to build a long list of songs you don't.*

Wedding Party & Grand Entrance Tips

List everyone in the order you'd like them introduced.

Remember:

- Double-check spellings.
- Let us know how to pronounce unfamiliar names.
- Feel free to rename any roles.
- If someone isn't participating, leave the row blank.

DJ's Tip: *We'll happily accommodate unique entrances and non-traditional wedding parties.*

Timeline Planning

Your timeline doesn't have to be perfect.

We'll help adjust throughout the day.

Things that help us:

- Meal service timing
- Sunset photos
- Dessert service
- Speeches
- Special dances

The more flexible the timeline, the less stressful the day tends to be.

Reception Flow

One of the questions I hear most often is, **"What's the right order for everything?"**

The answer is simple: **there isn't a single "right" order.**

Every wedding is unique, and there's no right or wrong way to structure your reception. The timeline should reflect your personalities, your priorities, and the experience you'd like your guests to have.

That said, after hundreds of weddings, the most common reception flow I've experienced is:

**Ceremony → Cocktail Hour → Grand Entrance → Formal Dances → Dinner → Toasts →
Cake Cutting → Open Dancing**

Think of this as a **guide**, not a rule.

Many couples choose to personalize the flow. For example:

- Formal dances after dinner instead of before.
- Toasts immediately following the grand entrance.
- Cake cutting later in the evening.
- Anniversary or bouquet dances at different times.
- Private last dances or other unique traditions.

Every reception is different, and we'll work with you to create a timeline that feels natural for your celebration.

Remember, a timeline is a guide—not a script. We'll adapt throughout the evening as needed to keep the celebration flowing naturally and your guests engaged.

DJ's Tip

The best reception timelines are flexible. Don't worry about making everything perfect—we'll work with your venue and other vendors throughout the evening to keep everything flowing smoothly.

FAQs

Do I have to fill in every section?

Not at all. Only complete the sections that apply to your wedding. Feel free to leave anything blank if you're unsure or if it doesn't fit your plans. We'll gladly help fill in any gaps together.

What if I need more room?

If you need more space for any section, there are "Notes" areas at the end of each section along with an "Additional Notes" section near the end of the planner. You can use any of these sections if you need more room to explain something. If you need more room for requests, you can always do it on a separate sheet of paper and take a picture.

Can we request songs last minute?

Of course! We understand that new songs are released all the time, and you may discover something you love closer to your wedding day. While we appreciate receiving requests as early as possible, you're always welcome to send us additions before your event.

***DJ's Tip:** Try to send last-minute requests by the week before your wedding whenever possible. That gives us time to obtain the music, prepare edits if needed, and make sure everything is ready for your celebration.*

What if our plans change?

Wedding plans change all the time—and that's completely normal. Whether it's your timeline, music selections, wedding party, or special events, simply update your planning guide or let us know. We'll work with you to make sure everything is up to date before your wedding day.

***DJ's Tip:** Please contact us directly if you change anything within the last 10-14 days before your wedding so we can be sure that we are aware of the edits.*

Do you take guest requests?

Yes! We'll gladly take guest requests whenever appropriate while always keeping your preferences and Do Not Play list as our top priority. Our extensive music library allows us to fulfill most requests on the spot. If a song isn't already in our library, availability may be limited in venues with poor or no internet service.

What if we don't know every song yet?

Don't worry! It's perfectly normal. Focus on the songs that matter most to you, and we'll help fill in the rest based on your preferences and the energy of your guests.

What if we're skipping certain traditions ?

That's completely fine! Every wedding is different. Whether you're skipping the bouquet toss, garter, cake cutting, or other traditions, we'll build a reception that reflects your vision.