



Creative Sounds Entertainment

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Wedding Planner Questionnaire

Date: _____ Approx Number of Guests Expected: _____

Venue Name (if applicable): _____

Address: _____

Start Time: _____ Finish Time: _____

Bride: _____ Groom: _____

Contact Name & Number: _____

Ceremony & Reception Itinerary

(please list all formalities, activities, dances, etc in the order you would like them to occur)

	Activity / formality (ie: introductions, 1 st dance, etc)	Approx Time
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Formality Songs and Activities

Ceremony Music

(if applicable)

Processional: title: _____ artist: _____

Bride's Entrance: title: _____ artist: _____

Recessional: title: _____ artist: _____

Reception Dances & Activities Requiring Theme Songs

(all songs & formalities are at the discretion of the couple. If not applicable, please write NA on the line)

Grand Entrance Song(s): title: _____ artist: _____
(if you need more than one song for entrances, please refer to the worksheet on the last page)

First Dance: title: _____ artist: _____

Father/Daughter Dance: title: _____ artist: _____

Mother/Son Dance: title: _____ artist: _____

Bridal Party Dance: title: _____ artist: _____
At the halfway point invite ☐ Guests ☐ None (traditionally, guests join the bridal party for open dancing)

Cake Cutting Song: title: _____ artist: _____

Garter Removal: _____ **Garter Toss:** _____
(if applicable) (if applicable)

Bouquet Toss: _____ **Garter Placement:** _____
(if applicable) (if applicable)

Wedding receptions vary from couple to couple and not all formalities or activities will be necessary for every couple. There are a number of other things that can be included at your wedding reception, from the photo bomb or dollar dance to the grand exit. If you have other activities planned that require specific or pre-determined songs, please list them (and the songs) below.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Grand Entrance Information

The Grand Entrances are important at every reception. It is the moment when everyone who has been involved in your wedding planning (and your life) gets the acknowledgement they deserve. The names and orders are critical for a smooth and proper introduction for everyone. Last names are not a necessity unless you absolutely prefer for everyone to be introduced with first and last names. The worksheet is set up in the order that most couples prefer the introductions to take place. If you will be doing them in a different order, please fill in the names on the worksheet and then enter the entrance order on the lines below the worksheet.

Bride		GROOM	
Parents (if applicable)		Parents (if applicable)	
Flower Girl		Ring Bearer	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Bridesmaid		Groomsman	
Maid of Honor		Best Man	

Official Bride & Groom Introduction: _____
(ie: Mr. & Mrs John Doe / Mr. & Mrs. Doe / John & Jane Doe)

Entrance Order Notes

(use this section to show alternate entrance order from above or any other entrance notes needed)

Reception Music

Music is a crucial part of every wedding reception. The music sets the proper vibe for each part of your reception, from cocktail hour to dinner to the open dance floor. That vibe is what helps to keep people in an uplifted and happy mood. Most weddings normally have people of all ages in attendance, many with different tastes in music. We will have multiple genres on hand to tailor your event around your needs and the expectations of your guests. However, we do ask that you let us know what type of music you would prefer to be the primary focus overall. Please check all that you would like to be included. Review the options below and check ALL that apply to your needs.

- | | |
|--|---|
| <input type="checkbox"/> Pop (Justin Timberlake, Madonna, Taylor Swift, etc) | <input type="checkbox"/> Rock (the Beatles, David Bowie, Third Eye Blind, etc) |
| <input type="checkbox"/> Country (Luke Combs, Luke Bryan, etc) | <input type="checkbox"/> Classic Rock (AC/DC, ZZ Top, Bob Seger, etc) |
| <input type="checkbox"/> R&B (Aretha Franklin, Usher, Beyonce, etc) | <input type="checkbox"/> Hip Hop (Lil Jon, Ludacris, Drake, etc) |
| <input type="checkbox"/> Motown (Jackson 5, Marvin Gaye, the Temptations, etc) | <input type="checkbox"/> Funk / Disco (James Brown, Bee Gees, Isley Brothers, etc) |
| <input type="checkbox"/> Reggae (Bob Marley, Sean Paul, Shaggy, etc) | <input type="checkbox"/> Alternative / Punk (No Doubt, the Clash, Nirvana, etc) |
| <input type="checkbox"/> Oldies (the Beatles, the Rolling Stones, Elvis, etc) | <input type="checkbox"/> 70's Era (ABBA, Bee Gees, Queen, etc) |
| <input type="checkbox"/> 80's Era (Michael Jackson, Cyndi Lauper, Run-DMC, etc) | <input type="checkbox"/> 90's Era (Britney Spears, Spice Girls, Dr Dre, etc) |
| <input type="checkbox"/> 2000's Era (Eminem, Rihanna, Jay-Z, Flo-Rida, etc) | <input type="checkbox"/> 2010's Era (Bruno Mars, Ed Sheeran, the Weeknd, etc) |
| <input type="checkbox"/> Top 40 (music from the current Billboard charts) | <input type="checkbox"/> Full Variety (a combination of everything listed) |

Specific "MUST PLAY" Requests

(list any songs and/or genres that are absolutely wanted so we can ensure to have them ready on the big day)

Specific "DO NOT PLAY" Songs & Genres

(list any songs, artists and/or genres that you absolutely DO NOT want played so we can ensure they do not get played)

Video Recording and Pictures

At Creative Sounds Entertainment, we take pride in the events that we do. We love to share pictures and videos on our social media platforms and website of brides, grooms, wedding parties and families having a wonderful time during such an important day.

Will you allow Creative Sounds Entertainment to record video & take pictures at your wedding reception?

- ☐ **YES** I give Creative Sounds permission to take pictures and record video at this event.
- ☐ **NO** I do NOT give Creative Sounds permission to take pictures and record video at this event.

Additional Worksheets

Entrance Songs

(use this section if there will be multiple Grand Entrance songs. Be sure to list the song, artist and who will be entering)

ADDITIONAL REQUESTS

(use this section for any additional song requests)

ADDITIONAL NOTES

(use this section for any additional notes that you want to share with us or for yourself)

Thank you for choosing Creative Sounds Entertainment for such an important life event... your wedding day.
Rest assured that we will work diligently to ensure that you have the wedding day that you've always
dreamed of. Please contact us at any time with any questions concerning this planner.

Requirements For A Flawless Day

Creative Sounds Entertainment must have access to the reception location at least 2 1/2 hours before the scheduled start time. If the ceremony is taking place at the same location, that start time will be the scheduled start time for the ceremony.

In order to set up properly, Creative Sounds will require a minimum space of 12'x5' (12' parallel to the wall and 5' perpendicular to the wall), preferably near the dance floor and a wall power outlet. When choosing your location for the DJ, it is also best to consider not having dinner tables directly in front of the area. This can cause the music to be very loud for those tables while simultaneously being very low at the back of the room.

Creative Sounds asks that there be at least one power outlet within 50 feet for any outdoor sound equipment set ups.

If there will be any need for sound equipment to be placed outside, Creative Sounds asks that you please provide a canopy (or other covering) to protect the equipment from the elements (rain or sun). If you have any questions about this, please contact us. This may not be necessary for short ceremony needs.

If there will be anyone attending that is prone to seizures, please make us aware ahead of time so that we do not turn on the dance lights.

Unfortunately, we do not currently accept credit or debit cards.

Please make any checks payable to PATSY J. CUZZOCREA