



2660 Radcliffe Drive
 St. Louis, Mo 63031

bgraves@partyprostogo.com
partyprostogo.com

(314) 303-9635

Wedding Planning Worksheet

Contact Information

Bride's Name:		Brides Home Phone:	
Brides Cell Phone:		Brides Address:	
City, State, Zip:		Brides Email Address:	

Grooms's Name:		Groom's Home Phone:	
Groom's Cell Phone:		Groom's Address:	
City, State, Zip:		Groom's Email Address:	

Event Information

Date Of Wedding Reception:		Reception Start Music At:	
Reception Stops Music At:		Location Of Reception:	
Reception's Address:		Reception's Phone:	
Contact Person At Reception:		Reception Contact Person Phone Number:	
Number Of Guest:		Name Of Wedding Planner:	
Wedding Planners Number:		Wedding Planners Email Address:	



WEDDING RECEPTION PLANNING WORKSHEET

ANNOUNCEMENTS:

Would you like your DJ to announce your initial entrance into the reception?	Yes	No
--	-----	----

Would you like us to play music for your initial entrance?	Yes	No
--	-----	----

What song would you like played for your entrance?	Artist:	Song Title:
--	---------	-------------

#	Individual	First Name	Last Name	Phonetic	Individual	First Name	Last Name	Phonetic
1	Bride's Mother:				Bride's Father:			
2	Grooms Mother:				Groom's Father:			
3	Flower Girl:				Ring Bearer:			
4	Junior Bridesmaid:				Groomsman:			
5	Junior Bridesmaid:				Groomsman:			
6	Bridesmaid:				Groomsman:			
7	Bridesmaid:				Groomsman:			
8	Bridesmaid:				Groomsman:			
9	Bridesmaid:				Groomsman:			
10	Bridesmaid:				Groomsman:			
11	Bridesmaid:				Groomsman:			
12	Bridesmaid:				Groomsman:			
13	Bridesmaid:				Groomsman:			
14	Bridesmaid:				Groomsman:			
15	Bridesmaid:				Groomsman:			
16	Bridesmaid:				Groomsman:			
17	Bridesmaid:				Groomsman:			
18	Matron of Honor:				Best Man:			
19	Maid of Honor:				Best Man:			

How would you like to be announced?	
The New Mr. & Mrs. Brian & Amy Smith	The New Mr. & Mrs. Kyle Thomas



WEDDING RECEPTION PLANNING WORKSHEET

MUSIC SELECTIONS & REQUESTS

1	Bride & Groom 1 st Dance:	Song Title:		Artist:	
2	Bride & Father Dance:	Song Title:		Artist:	
3	Groom & Mother:	Song Title:		Artist:	
4	Brides Parents Dance:	Song Title:		Artist:	
5	Grooms Parents Dance:	Song Title:		Artist:	
6	Grandparents Dance:	Song Title:		Artist:	
7	Wedding Party Dance:	Song Title:		Artist:	
8	Bouquets Music:	Song Title:		Artist:	
9	Garter Music:	Song Title:		Artist:	

Pre-Dinner And Background Music?	Soft Rock	Classical	Jazz		
----------------------------------	-----------	-----------	------	--	--

Pre-Dinner And Background Music?	Soft Rock	Classical	Jazz		
----------------------------------	-----------	-----------	------	--	--



WEDDING RECEPTION PLANNING WORKSHEET

	TIME SEQUENCES:	TIME:	NOTES:
1	Music Begins:		
2	Guest Arrive:		
3	Bride & Groom Arrive:		
4	Announce Entrance:		
5	Prayer: (who will be leading the prayer)		
6	Toast: (who will be leading the toast)		
7	Father Of The Bride Toast:		
8	Dinner Served:		
9	Cut The Cake:		
10	Bouquets & Garter:		
11	Bride & Groom 1 st Dance:		
12	Bride & Father Dance:		
13	Groom & Mother Dance:		
14	Grandparents Dance:		
15	Wedding Party Dance:		
16	Snow Ball Dance:		
17	Dollar Dance:		
18	Music Ends:		

Do you have any special announcements that you would like your DJ to make? birthdays, anniversaries and special dedications. If there is any other important information you would like your DJ to be aware of please list it here.

Notes:



CEREMONY MUSIC SELECTIONS

1	Prelude	Title:	Artist:
2	Processional	Title:	Artist:
3	Communion and Prayer	Title:	Artist:
4	Recessional Song	Title:	Artist:

Prelude - *music played while bridal party enters*

Processional - *song bride walks down aisle to*

Communion and Prayer - *if applicable*

Recessional Song - *song played when bride and groom walk out*