

DJ HANK PRODUCTIONS

Phone: 816 969 9842
Email: info@djhank.com

Date of Event:

Function Name:

Start Time:

End Time:

Location Information

Name/Address of Venue:

Contact Name:

Phone:

Primary Room Name/Location/Floor:

Will music be needed in other rooms at any time (such as cocktail hour)? If so, what, where, when?

General Information

Total Number of Guests:

Approximate Ages: 12-17()% 18-30()% 31-40()% 41-55()%
56+:

Please Check the Musical Preferences of You and Your Guests:

Top 40/Pop, Rock & Roll, Country, Oldies, Disco, Modern Rock, Old School,
Jazz, Big Band, 40's, 50's, 60's, 70's, 80's, 90's R&B, Hip Hop.

Please List the Title and Artist of a Few of Your Favorite Danceable Songs:

Please list specific music requests at the bottom of page. We have an extensive selection of music, but may not have everything that is requested. However, every attempt will be made to fill all requests. At the event, your guests are welcome to make requests, but they will be played at the discretion of the DJ.

Dress: We will be dressed in business attire (Shirt & Tie) unless you indicate otherwise. If your event is not formal and you prefer less formal attire, detail preferences here. If nothing is indicated we will assume it is a formal event.

Contact Information for Other Event Professionals

Please give business name, contact name, and phone for each of the following (optional) so we can coordinate your schedule with them as needed.

Party Planner:

Caterer:

Photographer:

Videographer:

Venue Coordinator:

Event Details

Cocktail Hour for Reception

Will there be a cocktail hour before dinner? (Circle YES / NO)

Is the cocktail hour in the same room/area? (Circle YES / NO)

If not, where will this be located?

Music for cocktail hour: (please circle below)

Jazz / Soft Rock / Holiday / Light Classic / Classic / Light Listening

New Age / Classical / Other (Specify):

Is it ok for the DJ to eat? (Yes or No)

Open Dancing for your Guests

How do you want to start off the general dancing?

Ethnic Dances

Please indicate any specific ethnic dances you want to do:

Dedications:

Please indicate if you want any specific song dedications: Birthdays?

Anniversaries:

Other?

Please provide occasion, names (with phonetic pronunciation), and song title(s) with artist(s) and if there is any specific point during the event you would like these:

Follow-Along Dances

If there were any particular dances you would like us to set up, please indicate them here.

C'mon 'N Ride It (The Train)

Limbo

Electric Slide

Hokey Pokey

Macarena

Conga

Chicken Dance

Old Time Rock n Roll

Last Dance

Is there a special song you want to dance to right before you formally leave the party?

Music for last dance (some suggestions follow):

Closing Time -Semisonic

Goodnight Sweetheart- The Spaniels

Hit The Road Jack- Buster Poindexter

The Time Of My Life- Warnes & Medley

Last Dance- Donna Summer

Save The Last Dance For Me-The Drifters

Unforgettable- Natalie Cole & Nat King Cole

Wonderful Tonight- Eric Clapton

As a final note...Thank you for the time you have put into this Event Form. Our attention to detail is what I am most proud of. If you have any questions or suggestions please call or email. We pride ourselves in our quick responses to your needs. If we can be of further service through your planning, don't hesitate to contact us. [Info@djhank.com](mailto:info@djhank.com) Or 816 969 9842.

Best wishes to you!

Sincerely,

Richard Hankins
DJ HANK PRODUCTIONS