

# DJ HANK PRODUCTIONS

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**Bride's Name:**

**Groom's Name:**

**Contact Phone:**

**Wedding Date:**

**Music Start Time:**

**Music End Time:**

## Reception Order of Events

Order	Time	Event
		Reception Start
		Grand Entrance
		Blessing
		Toast
		Meal (Wedding Party first)
		First Dance
		Father - Daughter Dance (can be combined with Mother - Son Dance)
		Mother - Son Dance (can be combined with Father - Daughter Dance)
		Wedding Party Dance (can be combined with first dance)
		Open Dancing
		Cake Cutting
		Bouquet Toss
		Garter Toss
		Special Formalities or Skits
		Open Dancing
		Last Bride & Groom Dance

**Note: The printed order of events is only a suggestion. Every reception is different and this is YOUR wedding. Any event may be added, eliminated, or rearranged, as long we clearly indicate it on this table.**

### **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:

Adults: Children:

Is there any time during which we should not play music other than a blessing or toast?

Please describe & indicate when:

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, 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 the reception? (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):

## **Reception Introductions and Grand Entrance Music Suggestions:**

### **WEDDING PARTY**

### **BRIDE AND GROOM**

**If you choose a Grand Introduction, We need to list those to be introduced during the grand entrance in the order they will be introduced. We can choose different songs for each person or one for the entire group. (Use back or additional sheets if necessary. If you want, we can also narrate interesting tidbits of information about their relationship with you—if so, Just write those details below each person's name.)**

Suggested order of introductions: (Note: We can opt to have the grandparents rise in their seats and recognize them there)

1. Bride's Grandparents
2. Groom's Grandparents
3. Bride's Parents
4. Groom's Parents
5. Ushers
6. Bridesmaids & Groomsmen
7. Flower/Ring Bearers
8. Maid/Matron of Honor (Can be combined with best man)
9. Best Man (Can be combined with maid/matron of honor)
10. Bride & Groom

Name(s)	Phonetic Pronunciation(s)	How to Introduce	Music
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## **Meal**

**While guests are waiting for food, we can encourage other couples to come out on the floor and slow dance. Is this OK with you AND the caterer?**

**Music for cocktail hour: (please circle)**

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

New Age / Classical / Other (Specify):

## **The Bride and Groom's First Dance**

**Your selection of Music for the first dance:**

## **Father/Daughter and Mother/Son Dances, Wedding Party Dances**

Father/Daughter and Mother/Son dances can be combined or can be separate and can be followed by a dance especially for the wedding party.

Do you want the Father/Daughter and Mother/Son dances together or separate ?

If separate, who dances first: Father/Bride or Mother/Groom (circle one)?

If separate, also indicate which song for each below.

Music for Father/Daughter and Mother/Son dance and Wedding Party songs (suggestions follow):

Do you want a Wedding party Dance?

## **Open Dancing for your Guests**

How do you want to start off the general dancing?

## **Cake Cutting**

**Music to play during cake cutting:**

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## **Bouquet and Garter Toss -**

**Here are some of the "All Time Musical Favorite Songs" for the Bouquet and Garter: (Write In your choice above**

American Woman - Lenny Kravitz

Brown Eyed Girl - Van Morrison

Girls Just Want To Have Fun- Cyndi Lauper

Hit Me With Your Best Shot- Pat Benatar

Ladies Night - Kool & The Gang

Man, I Feel Like A Woman - Shania Twain

My Lovin'(Never Gonna Get It)- En Vogue

Oh Pretty Woman- Roy Orbison

We Got The Beat- Go-Go's

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**Here are some of the "All Time Musical Favorite Songs" for the Bouquet and Garter: (Write in your choice above for each)**

### **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 reception 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 reception?**

**Music for last dance (some suggestions follow):**

Closing Time -Semisonic

Goodnight Sweetheart- The Spaniels

Good Riddance (Time Of Your Life)- Greenday

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

We Go Together-Olivia Newton-John & John Travolta

## Wonderful Tonight- Eric Clapton

As a final note...Thank you for the time you have put into this planner. 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. [weddings@djhank.com](mailto:weddings@djhank.com) Or 816 969 9842.

Best wishes to you!

Sincerely,

Richard Hankins  
DJ HANK PRODUCTIONS