



CUSTOM WEDDING PLANNING PACKET

GENERAL INFORMATION

Thanks for choosing Washburn Entertainment! We will use this packet to organize and plan your special day. Please fill out as much as possible. If unsure, leave blank or write NA. It's fully customizable to your requests!

(Same sex couples: please specify titles)

Bride: Jennifer Aniston

Groom: Derek Jeter

How You Want to be Announced: Mr and Mrs Jennifer and Derek Jeter

Phone Number: 123-456-7890

Email Address: truelove@gmail.com

Wedding Date: July 4, 2016

Wedding Location: NYC

Ceremony Venue: Times Square

Ceremony Time & Length: 4:30pm 30 mins

Reception Venue: Madison Square Garden

Reception Time & Length: 5pm 5 hours

Reception Address: 4 Pennsylvania Plaza, New York NY

Venue Contact Person/Number: Mayor Bloomberg

Reception Room: Center Court

Time DJ Can Setup: Noon

Indoors/Outdoors/Both: Both

Number of Guests: 130

Photographer: Ross Gellar

Ceremony Officiant: Joey Tribbiani

Food Caterer: Central Perk

Other Wedding Service: NA

How many hours of DJ service? Total: 6
Ceremony: 1 Cocktail: 1 Dinner: 1

Dancing: 3 Other:

Will a meal be provided for DJ and assistant? Yes No Unsure

Does the reception venue have cell phone service? Yes No Unsure

Additional General Information:



BRIDAL PARTY INTRODUCTIONS

(Listed in order of typical reception introductions but use blank line to designate changes)

(Please include: how you want to be announced, phonetic spellings, titles, what bride's last name will be)

(Note separately if pairing is different than listed. Ex: flower girl w/ mother, uneven numbers, extra person etc.)

 1 **Flower Girl & Ring Bearer:** [Bella Swan and Harry Potter](#)

 2 **Bridesmaid & Groomsman:** [Phoebe Buffat \(Boo-fay\) and Bill Clinton](#)

 3 **Bridesmaid & Groomsman:** [Jessica Alba and Michael Jordan](#)

 4 **Bridesmaid & Groomsman:** [Britney Spears and Tiger Woods](#)

 5 **Bridesmaid & Groomsman:** [Betty Crocker and Dave Thomas](#)

 Bridesmaid & Groomsman:

 Bridesmaid & Groomsman:

 Bridesmaid & Groomsman:

 6 **Maid/Matron of Honor & Best Man:** [Courtney Cox and Tom Brady](#)

 7 **Parent(s) of the Groom:** [Mr and Mrs Jack and Diane Jeter](#)

 Parent(s) of the Groom (2):

 8 **Parent(s) of the Bride:** [Mr and Mrs Sonny and Cher Aniston](#)

 Parent(s) of the Bride (2):

LAST **BRIDE & GROOM:** [Mr and Mrs Jennifer and Derek Jeter](#)

 Other:

Additional Bridal Party Information:

(518) 593-9146

chris@washburnentertainment.com

WWW.WASHBURNENTERTAINMENT.COM



TIMELINE & EVENTS

(Listed in order of what I find flows smoothly and works best. Use blank line to designate changes. Customizable)
(For Time Use: **BD**-Before Dinner, **DD**-During Dinner, **RAD**-Right After Dinner, **AD**-After Dinner)

Ceremony Start: 4:30 pm
Cocktail Hour: 5 pm
Bridal Party Intros: 6 pm
Dinner Served: 6:15 pm
Dance Music: 7:30 pm
Music End Time: 9:45 pm (must be out by 10pm)

- 1 **Bridal Party Intros:** Yes or No Time: **BD 6:00** Bridal Party Song: **Party Rock Anthem**
B&G Song: **Yeah!**
- 2 **First Dance:** Yes or No Time: **BD 6:05** Song: **All of Me**
- 3 **Toast(s):** Yes or No Time: **BD 6:10** By: **Best man, Maid of Honor**
- NA **Blessing:** Yes or No Time: By:
- 4 **Bride & Father Dance:** Yes or No Time: **RAD 7:15** Song: **Butterfly Kisses**
- 5 **Groom & Mother Dance:** Yes or No Time: **RAD 7:18** Song: **Unforgettable**
- 6 **Cake Cutting:** Yes or No Time: **AD 7:45** Song: **How Sweet It Is To be in Love by You**
- 7 **Wedding Shoe Game:** Yes or No Time: **AD 7:50** Song: **NA**
- NA **Bouquet Toss:** Yes or No Time: Song:
- NA **Garter Removal & Toss:** Yes or No Time: Song:
- NA **Dollar Dance:** Yes or No Time: Song(s):
- 8 **Generation Dance:** Yes or No Time: **AD ?** Song(s): **Wonderful Tonight**
- 9 **Last Dance:** Yes or No Time: **9:30** Song: **New York New York**
*Everyone or Just B&G?

Additional Timeline Information:



MUSIC INFORMATION

*Remember the reception is for the guests' entertainment as well and even though you may not like a certain song like the Cha Cha Slide or Cupid Shuffle, it will get people dancing and having a good time! I understand most weddings have a wide age range and I play music that appeals to all generations. Usually I begin dancing with older and classic songs that everyone enjoys and then transition into more modern music depending on what the crowd is feeling. I've never had problems getting people to dance and we can discuss your requests. I'll never play vulgar or unedited songs unless instructed to do so.

In a couple sentences, describe the general atmosphere and music you would like?

A good mix of older songs for the parents/grandparents and fun modern Music that the younger crowd will dance to all night!

Can the DJ Take Requests? (Doesn't guarantee play) Yes No

Music Must Be: Clean Radio Edits ~~No Censorship~~

Please rate your preference for the following music:

<u>GENRE</u>	<u>A LOT</u>	<u>SOME</u>	<u>A LITTLE</u>	<u>NONE</u>
Top 40 Dance & Pop	x			
Hip Hop & Rap	x			
Country		x		
Classic Rock		x		
R&B/Slow Jams			x	
Latin/Spanish/Reggaeton			x	
50's & 60's			x	
70's & 80's		x		
90's & 2000's	x			
Other _____				
Other _____				

(**General or specific requests or leave it up to my expertise and experience***)
 (**Music I usually play in italics***)

Cocktail Hour Music Requests:

**Billy Joel, Hall & Oates, Frank Sinatra, Elton John, Tony Bennett, Temptations, Sam Smith, John Legend*
 -Sounds good to us

Dinner Music Requests:

**Light Jazz or Instrumental*
 -Jazz



MUSIC INFORMATION

Dance Music Requests: (Please List Up To 10)

-Be mindful. I've had B&G's demand songs that weren't received well and cleared the dance floor...

Any Pitbull
Uptown Funk
Shake It Off
Thriller
Cupid Shuffle
Baby Got Back
YMCA
Baby One More Time
Wobble
Livin on a Prayer

Don't Play List:

-If it's a popular song everyone knows and will dance to, you sure you don't want it played?

Chicken Dance
Justin Bieber

CEREMONY MUSIC (IF NEEDED)

Welcoming Songs:

**Peaceful Instrumentals of traditional and popular songs*

-Perfect

Processional Songs: (Order is customizable and can be done multiple ways)

Groom and Groomsmen: The Boys are Back in Town
Seating of Parents: Pachelbel's Canon in D
Flower Girl and Bridesmaids: Come What May-Moulin Rouge Instrumental
Bride: A Thousand Years- Piano Guys Version

Recessional Song:

Recessional: This Will be an Everlasting Love