



CUSTOM WEDDING PLANNING PACKET

(Everything is customizable. Contact Chris with questions or use NA or Unsure)

GENERAL INFORMATION

Both Full Names: Jennifer Aniston and Derek Jeter **Ages:** 48 and 43

How You Want To Be Announced: Mr and Mrs Jennifer and Derek Jeter

Phone Number: 123-456-7890 **Email Address:** truelove@gmail.com

City/State Where You Live: NY/ NY **Where You Grew Up:** LA and NYC

Wedding Date: July 4, 2018 **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:** Mr. Madison

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

Wedding Theme: Movies **Theme Colors (Décor/Bridal Party):** Aqua Blue and White

Uplighting Color(s): Purple or Light Blue **Social Media Hashtag #:** #truelove

Directions for Guestbook or Similar Items: Guestbook located near main entrance. Guests take centerpieces.

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:

 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

ChrisLWashburn@gmail.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 Will you be present for cocktail hour? **No. Getting pictures done**
Bridal Party Intros: 6 pm
Dinner Served: 6:15 pm Plated or Buffet? **Buffet**
Dance Music: 7:30 pm
Music End Time: 9:45 pm (must be out by 10pm)

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

Additional Timeline Informati



MUSIC INFORMATION

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 _____				

Parents Wedding Songs: Can't Help Falling In Love With You and Unchained Melody

Other Family Wedding Songs: Grandma and Grandpa: Stand By Me

Bride and Groom's Music Likes (not necessarily requests, but to give me an idea of preferences):

Bride's Favorite Bands, Groups, Singers, or Songs: Britney Spears, Beyonce, Backstreet Boys, Drake

Groom's Favorite Bands, Groups, Singers, or Songs: AC/DC, Mumford and Sons, DMX, Calvin Harris



MUSIC INFORMATION

Cocktail Hour Music Requests:

**Typical Examples: Billy Joel, Hall & Oates, Sinatra, Michael Buble, Ed Sheeran, Sam Smith, John Legend ---*
Sounds good to us

Dinner Music Requests:

**Typical Examples: Light Jazz, Vitamin String Quartet, Disney Instrumentals*
-Jazz and Disney Instrumentals

Dance Music Requests: (Please List Up To 10)

-Be mindful. Some songs may be personal favorites, but may not be received well by guests.

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

Special Song Requests:

-Significant songs for family or friends. (In honor of deceased, childhood songs, etc)

Brown Eyed Girl for Uncle Mark.
Empire State of Mind for the other Yankees in attendance

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)

Ceremony Start Time: **4:30**

Ceremony Location: **Times Square**

Ceremony Officiant: **Joey Tribbiani**

Does officiant need wireless microphone? **Yes or No**

Will any musicians be performing (Please list if Yes)? **Yes or No**

Receiving line? **Yes or No**

Any special requests for guests (Ex: No cell phones, photos, etc)? **No cell phones out**

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**