LJS PRODUCTIONS

15 Redeemers Loop Chico CA 95973
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Wedding music planner (Ceremony & Reception)

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*Please return this form to us

no later than **2 weeks** before your event.

Methods to return this form

1) Electronically type on form(via Adobe PDF Reader, Apple Preview or similar), save completed document, then email to logansteele@ljsproductions.com

2) Print out & physically write on form. Then scan & email document to logansteele@ljsproductions.com

3) Hand-Deliver during in-person meeting.

4) Mail completed form to:

LJS Productions
15 Redeemers Loop
Chico, CA 95973

Thank you!

Event Information

Ceremony

Date of Event:_____/_____/_____Start Time:_____End Time:_____

Address:_____

City:_____State:_____Zip:_____

Reception at same location?　　☐ Yes　　☐ No

If No, Reception is at:

Address:_____

City:_____State:_____Zip:_____

◆━━━◆

*NOTE - Each event location MUST have at least one working
120v outlet (standard 3 prong outlet). Please contact us if not.

◆━━━◆

Reception End Time:_____Number of Guests Expected:_____

DJs attire for the event
(please check one)

☐　Casual (Jeans & Button-Up)

☐　Semi-Formal (Dress pants & Dress shirt)

☐　Formal (Suit & Tie)

Special attire request?_____

_____

Family Names/Contact

-The Bride (maiden name):

Phone:_____ Email: _____

Mother:_____ Father:_____

Other Important/Notable Family Members: _____

_____

-The Groom:_____

Phone:_____ Email: _____

Mother:_____ Father:_____

Other Important/Notable Family Members: _____

_____

Vendor Names/Contact

Wedding coordinator:_____Phone:_____

Venue contact person:_____Phone:_____

Ceremony officiant (ex: Pastor, friend, etc.)_____

Photographer:_____Caterer:_____

Other Important/Notable Vendors:_____

_____

_____

Ceremony Music

Pre-processional(As guests arrived & are seated)
(Please check one)

☐ No preference. DJ will play what we feel is fitting, which is likely instrumental covers of popular songs.

☐ Please play following genre of music:_____

☐ We would like particular songs played. (If selected, please provide song information on the "Pre-Processional Song Choices" section on page 5.)

(Song Title)   *(Artist)*

Processional Songs

Wedding Party Entrance:_____by:_____

Processional (Bridal March):_____by:_____

Recessional (Conclusion):_____by:_____

Other Special Songs? (Communion, Unity Candle, Sand Pouring, etc.)

☐ Yes   ☐ No   If yes, please provide the following information:

Event Occuring   *(Song Title)*   *(Artist)*

1._____/_____by:_____

2._____/_____by:_____

3._____/_____by:_____

Pre-Processional Song Choices

Use this section to specify which songs you would like to have played prior to the Ceremony, when the guests will be arriving & sitting down.

(Title)	(Artist)

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

Ceremony Notes/Other Details_____

_____

_____

Reception Music

Cocktail/Social Hour Songs:
(Please check one)

☐   No preference. DJ will choose based on what seems appropriate/fitting.

☐   Please play following genre of music or artists:_____

_____

☐   We would like particular songs played. (Please provide specific songs on

the "Cocktail/Social Hour Song choices" Section on Page 11)

-Will you be taking pictures after the Ceremony?   ☐ Yes ☐No

If yes, approximately for how long?_____(1 hour is typical)

NOTE: Please notify the DJ once your photos are done and/or you are ready for your announcement into the Reception. We can typically be found tearing down the Ceremony or inside the Reception. We will come greet your wedding party to briefly go over names & order before the announcement.

Dinner Songs:
(Please check one)

☐   No preference. DJ will choose based on what seems appropriate/fitting.

☐   Please play following genre of music or artists:_____

_____

☐   We would like particular songs played. (Please provide specific songs on

the "Dinner Song Requests" Section on page 12)

Wedding Party Introductions

(Formal entrance into Reception)

The Wedding Party (In order to be announced)

Bridesmaid	(escorted by)	Groomsman

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

Maid/Matron of Honor	(escorted by)	The Best Man

_____/_____

Newlyweds would like to be announced as:

" _____ "

(Example:) Mr. & Mrs. Smith, Mr. & Mrs. Bob & Stacy Smith, etc.

Songs

Wedding Party:_____by:_____

Newlyweds :_____by:_____

Meal Style:

☐   Buffet   ☐ Plated dinner with servers

☐   Other _____

Will someone be blessing the meal?   ☐ Yes   ☐ No

If yes, who? _____

Who would you like us to dismiss first to eat?

☐   Newlywed Couple   ☐   Bridal Party

☐   Parents/Grandparents   ☐   Other_____

How would you like us to release guests for Dinner?

☐   First come, first serve!

☐   Table by Table (DJ will choose & release tables based on length of line)

☐   By Table Number or Song (Ask us about releasing tables by song/artist)

Will you be having toasts?   ☐   Yes   ☐ No

If yes, how will the toasts be conducted?

☐   Champagne served to guests by Catering Company/Servers

☐   Drink-in-hand, toast with whatever guests are already drinking

☐   Other_____

(Relationship to Newlyweds)   *(Name)*

First Toast to be given by:_____/_____

Additional Toasts:_____

Traditional Dance Songs

(Song Title)   *(Artist)*

First Dance: _____ by: _____

Father/Daughter Dance: _____ by: _____

Mother-Son Dance: _____ by: _____

Anniversary Dance (Highly Recommended)

_____ by: _____

Money Dance: _____ by: _____

Other? _____ by: _____

Event Songs

Do you have song preferences?   ☐ Yes   ☐ No

If Yes, specify below.

(Song Title)   *(Artist)*

Cake Cutting: _____ by: _____

Bouquet Toss: _____ by: _____

Garter Toss: _____ by: _____

Other? _____ by: _____

Notes:_____

_____

Dancing Music

Desired types & genres of Dancing Music:

_____

_____

_____

_____

Specific Songs:

-Please use the section entitled "Dance Song Requests"on page 13 for specific

song requests.

Do NOT Play: (Genres, specific songs, etc.)

_____

_____

_____

Would you like dance-lighting during the dancing portion of the wedding?

HIGHLY RECOMMENDED (These LED lights move, change color, etc. to

the beat, creating an exciting, inviting dance environment. Plus, it's FREE!)

☐   Yes please!   ☐   No thanks, let's use the existing ambient lighting.

Cocktail/Social Hour Song Requests

(Title)   *(Artist)*

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

_____ by _____

Dinner Song Requests

(Title)   *(Artist)*

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

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_____by_____

_____by_____

Dance Song Requests

(Title)   *(Artist)*

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

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_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

_____by_____

Random Dinner/Dance/General Event Notes

_____

_____

_____

_____

_____

_____

You have now reached the end of the Wedding Music Planner.

Remember, please return this document

no later than 2 weeks before your event.

Please contact us with any questions or concerns. We are excited to be a part

of your big day!

That is it! You are done! Woo hoo! Lets Party!