



www.JoeFarren.com

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WEDDING PLANNER

(EVERYTHING YOU AND I NEED TO KNOW)

BRIDE'S NAME: _____ PHONE NUMBER: _____

GROOM'S NAME: _____ PHONE NUMBER: _____

NAME OF VENUE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ VENUES CONTACT PERSON: _____

DATE OF EVENT: _____ FACILITIES RESERVED FROM (TIME): _____ TO: _____

MUSIC SCHEDULED FROM (TIME): _____ TO (TIME): _____

NUMBER OF GUESTS EXPECTED: _____

CATERER: _____ PHONE NUMBER: _____

PHOTOGRAHER: _____ PHONE NUMBER: _____

VIDEOGRAPHER: _____ PHONE NUMBER: _____

CEREMONY

CEREMONY TIME: _____ AM/PM

CEREMONY LOCATION: _____

OFFICIATE: _____

IS ELECTRICAL POWER AVAILABLE ON SITE? (Yes: ☐ No: ☐) REQUEST FOR BATTERY POWERED EQUIPMENT (Yes: ☐ No: ☐)

PRELUDE MUSIC

Performed Live: (Yes: ☐ No: ☐) or MP3's (Yes: ☐ No: ☐)

Prior to the Ceremony when people arrive and are being seated, what type of music do you want played (approx 15-20 minutes)?

- ☐ classical
- ☐ soft jazz
- ☐ soft pop/love songs
- ☐ OTHER _____

CEREMONY (continued)

Please choose music for each of the following sections. Check the appropriate box and fill in any songs that you would like played during the Ceremony. Remember, this is YOUR ceremony so make it uniquely yours!

PROCESSIONAL – BRIDAL PARTY

☐ Check here if you would like the traditional “**Pachelbel Canon in D**” for Family, Bridesmaids, Maid of Honor, Flower Girl & Ring Bearer to walk down the aisle to.

☐ No Thanks, I would like this alternative song played for the Bridesmaids: _____ by: _____

Processional Performed Live (Yes: ☐ No: ☐) If so, Instrumental (Yes: ☐ No: ☐) or with Vocals (Yes: ☐ No: ☐)

Prefer mp3 (Yes: ☐ No: ☐)

PROCESSIONAL – BRIDE

☐ Check here if you would like the traditional “**Bridal Chorus**” from **Lohengrin**”(Here Comes The Bride) played for the Bride to walk down the aisle to.

☐ No Thanks, I would like this alternative song played for the Bride walking down the aisle: _____ by: _____

Processional Performed Live (Yes: ☐ No: ☐) If so, Instrumental (Yes: ☐ No: ☐) or with Vocals (Yes: ☐ No: ☐)

Prefer mp3 (Yes: ☐ No: ☐)

RECESSIONAL – BRIDE AND GROOM EXIT

☐ Check here if you would like the traditional “**Wedding March**” from **A Midsummer Night’s Dream**” played for the Bride & Groom’s exit.

☐ No Thanks, I would like this alternative song played for the Bride & Groom’s exit: _____ by: _____

Processional Performed Live (Yes: ☐ No: ☐) If so, Instrumental (Yes: ☐ No: ☐) or with Vocals (Yes: ☐ No: ☐)

Prefer mp3 (Yes: ☐ No: ☐)

MICROPHONE NEEDS

1. Will the Officiate/Minister need a microphone? (Yes: ☐ No: ☐)

2. Is anyone singing or performing during the Ceremony? (Yes: ☐ No: ☐) / by: _____

ADDITIONAL NOTES

COCKTAIL HOUR

COCKTAIL HOUR TIME: _____AM/PM

COCKTAIL HOUR LOCATION: _____

Live Music: (Yes: ☐ No: ☐)

What type of live music do you want played?

Check all that apply

- ☐ Contemporary
- ☐ Jazz Standards
- ☐ Country
- ☐ Folk

- ☐ Singer/Songwriter
- ☐ Instrumentals
- ☐ OTHER _____

MP3's: (Yes: ☐ No: ☐)

What type of recorded music do you want played?

Check all that apply

- ☐ Jazz Standards (Frank Sinatra, Tony Bennett, etc.)
- ☐ Reggae (Bob Marley, etc.)
- ☐ Country
- ☐ Folk
- ☐ Singer/Songwriter
- ☐ Motown

- ☐ Big Band
- ☐ R&B
- ☐ Instrumental Jazz
- ☐ Classical
- ☐ OTHER _____

DINNER HOUR

Live Music: (Yes: ☐ No: ☐)

What type of live music do you want played?

Check all that apply

- ☐ Jazz Standards
- ☐ Contemporary
- ☐ Country
- ☐ Folk

- ☐ Singer/Songwriter
- ☐ Instrumentals
- ☐ OTHER _____

MP3's: (Yes: ☐ No: ☐)

What type of recorded music do you want played?

Check all that apply

- ☐ Jazz Standards (Frank Sinatra, Tony Bennett, etc.)
- ☐ Reggae (Bob Marley, etc.)
- ☐ Country
- ☐ Folk
- ☐ Singer/Songwriter
- ☐ Motown

- ☐ Big Band
- ☐ R&B
- ☐ Jazz
- ☐ Classical
- ☐ OTHER _____

RECEPTION

INTRODUCTION OF BRIDAL PARTY

Introduction Song: Title: _____ by: _____

PARENT'S OF BRIDE: _____

PARENT'S OF GROOM: _____

GRANDPARENTS OF BRIDE: _____

GRANDPARENT'S OF GROOM: _____

BRIDESMAID: _____ & GROOMSMAN: _____

BRIDESMAID: _____ & GROOMSMAN: _____

BRIDESMAID: _____ & GROOMSMAN: _____

FLOWER GIRL: _____ & RING BEARER: _____

MAID OF HONOR: _____ & BEST MAN: _____

BRIDE & GROOM: INTRODUCE AS: _____

OTHER: _____

First Dance (Bride & Groom):

☐ YES ☐ NO

Title: _____ by: _____

Performed Live (Yes: ☐ No: ☐) Prefer mp3 (Yes: ☐ No: ☐)

Toast to Bride & Groom

☐ YES ☐ NO

Toast to Be Made:

☐ Before Meal

☐ During Meal

☐ After Meal

Toast To Be Made By:

☐ Best Man: _____

☐ Maid of Honor: _____

☐ Other: _____

Blessing Before Dinner

☐ YES ☐ NO

By: _____

Second Dance (Bride & Father):

☐ YES ☐ NO

Title: _____ by: _____

Performed Live (Yes: ☐ No: ☐) Prefer mp3 (Yes: ☐ No: ☐)

Invite Groom & Mother ½ Way Through Song?

☐ YES ☐ NO

or

Third Dance (Groom & Mother):

☐ YES ☐ NO

Title: _____ by: _____

Performed Live (Yes: ☐ No: ☐) Prefer mp3 (Yes: ☐ No: ☐)

Invite All Guests to join ½ Way Through Song?

☐ YES ☐ NO

or (continued on next page)

RECEPTION (continued)

Fourth Dance (Everyone Invited):
☐ YES ☐ NO

Title: _____ by: _____

Cutting of the Cake:
☐ YES ☐ NO

Title: _____ by: _____

Throwing of the Bouquet:
☐ YES ☐ NO

Title: _____ by: _____

Garter Off:
☐ YES ☐ NO

Title: _____ by: _____

Garter Toss:
☐ YES ☐ NO

Title: _____ by: _____

Garter On:
☐ YES ☐ NO

Title: _____ by: _____

Last Dance (Dedicated to the Bride & Groom):
☐ YES ☐ NO

Title: _____ by: _____

DANCING

RECORDED MUSIC BY TYPE: (Please indicate the type of music you would like from the list below – REMEMBER TO THINK OF THE MANY DIFFERENT AGE GROUPS OF YOUR GUESTS AS WELL AS THE MANY DIFFERENT TASTES IN MUSIC!)

- ☐ Standard Classics
☐ Top 40
☐ Club/Dance
☐ EDM
☐ Classic Rock
☐ 50’s Oldies
☐ 60’s Hits
☐ 70’s Hits
☐ Disco
☐ New Country
- ☐ Motown
☐ R&B Dance
☐ Hip Hop
☐ Old School R&B/FUNK
☐ Latin
☐ Hip-Hop
☐ Reggae
☐ Big Band Swing
☐ Ballroom (Fox Trot, Waltz)
☐ Group Dance

Please list any songs you DO NOT WANT played at your reception:

Please list any additional songs that you would like to have played at your reception: (please spell correctly the song title/artist)

ADDITIONAL NOTES/COMMENTS/CONCERNS: