Moonlight Music & ‘Kato Karaoke

Wedding Reception Planner

|  |  |
| --- | --- |
| Partner 1 Name |  |
| Partner 2 Name |  |
| Primary email  |  |
| Primary phone |  |
| Address |  |

|  |  |
| --- | --- |
| General start & end time |  |
| Arrival time of wedding party |  |
| Dinner start & end time |  |
| Name & address of venue |  |
| Phone number |  |
| Location manager (if there is one) |  |
| Wedding party contact person |  |
| Photographer & phone |  |
| Videographer & phone |  |
| Caterer & phone |  |

|  |  |
| --- | --- |
| Partner 1 Family | Partner 2 Family |
| Parents: | Parents: |
| Grandparents: | Grandparents: |
| Siblings & spouses | Siblings & spouses |
|  |  |
|  |  |
| Children: | Children: |

|  |  |
| --- | --- |
| Partner 1 Party | Partner 2 Party |
| Witness: | Witness: |
|  |  |
|  |  |
|  |  |
|  |  |
| Flower Girl: | Ring Bearer: |

|  |  |
| --- | --- |
| How would you like to be introduced? |  |
| Will parents be introduced with wedding party, & will they dance with wedding party dance? |  |

Potential Events List

|  |  |  |
| --- | --- | --- |
| Event | y/n | Song and Artist Request |
| Wedding party intro/ Grand March |  |  |
| Blessing of food/prayer Name of person? |  |  |
| Dinner |  |  |
| Cake Cutting |  |  |
| Toasts |  |  |
| Couple 1st Dance |  |  |
| Partner 1/Parent Dance |  |  |
| Partner 2/Parent Dance |  |  |
| Wedding Party Dance |  |  |
| Years Married Dance |  |  |
| 1st song for everyone |  |  |
| Partner 1 Item Toss (bouquet, garter, tie, etc.) |  |  |
| Partner 2 Item Toss (bouquet, garter, tie, etc.) |  |  |
| Dollar Dance |  | We have a mix of music for this |
| Other  |  |  |
|  |  |  |
|  |  |  |
| Karaoke |  | can be mixed in, done at specific points, or other |
| Last Dance |  |  |

Any that you definitely do NOT want played, please list on the OTHER side of this page, as well as any events/moments you do NOT want to occur (things you’ve seen that you found to be cheesy or not in good taste).

Any songs, artists or genres that you definitely DO want played during your reception, list here.