|  |  |
| --- | --- |
| **Client Information****Name:­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  |  |
| **Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
| **Event Information****Event Date:­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of Guest:\_\_\_\_\_\_\_\_\_\_\_\_\_****Event Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Guest arrival time: \_\_\_\_\_\_\_\_\_\_\_\_** |  |
| **Event Location (Exact address):****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Photographer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****­­****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Videographer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **DJ Attire: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
| **Room Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **Floor/Level of room: \_\_\_\_\_\_\_\_\_\_\_\_****Elevator: Yes/No** |  |
| **Contact Person** **(day of event) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |
|  |  |
| **Mood/atmosphere of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |  |

**Style of music: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **Event Order** |
| **Order** | **Event** | **Start**  | **Order**  | **Event** | **Start** |
|  |  |  |  | **Toast** |  |
|  | **Guest Arrive at Reception** |  |  |  |  |
|  | **Party Introductions** |  |  | **Remarks** |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  | **Dinner** |  |  | **Dancing**  |  |
|  | ***Misc:*** |  |  | **End of Reception**  |  |

**Please list your important song requests on the next page and the DJ will discuss them with you.**

|  |  |
| --- | --- |
| Artist: | Song Title: |
| Artist: | Song Title: |
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| **Custom music Request:** |  |  |
| Artist: Song Selection: Notes: **DO NOT PLAY LIST**  **EXAMPLES****Artist Selection** |  |  |  |
|  |
| Anthony, Ray Hokey Pokey |  |  |  |
| Bayou City Beats Cotton Eyed Joe |  |  |  |
| Sorta Crackers Band Chicken Dance |  |  |  |

**Please review the details now. Thanks**

**“The End”**

**If you are reading this line, you have completed the form.**