

WEDDING RECEPTION INFORMATION SHEET

Please return with Performance Agreement and deposit,
or at least 4 weeks prior to event.

Date of Event:		Place:	
Address of Facility:			
Directions to Facility:			
Facility Contact	Name:		
	Day Phone:	Night Phone:	
Bride's Name:		Groom's Name:	
Maid of Honor:		Best Man:	
Bride's Mother:		Groom's Mother:	
Bride's Father:		Groom's Father:	
Please announce the following traditional events:			
<input type="checkbox"/> Entrance of Bride & Groom <input type="checkbox"/> The Beginning of Dinner <input type="checkbox"/> Introduce Bridal Party <input type="checkbox"/> Cutting of the Cake <input type="checkbox"/> Introduce Best Man <input type="checkbox"/> Official Toast given by _____		<input type="checkbox"/> The Bouquet Toss <input type="checkbox"/> The Garter Throw <input type="checkbox"/> The First Dance <input type="checkbox"/> Father/Daughter Dance <input type="checkbox"/> Wedding Party Dance <input type="checkbox"/> Money Dance	
Dress Code for Disc Jockey		<input type="checkbox"/> Casual <input type="checkbox"/> Semi-Formal (Suit & Tie) <input type="checkbox"/> Formal (Tuxedo)	
First Dance	Title:		
	Artist:		
Father/Daughter Dance (if any)	Title:		
	Artist:		
Wedding Party Dance (if any)	Title:		
	Artist:		
Coordinator of Wedding:		Phone:	
Color Scheme:		Number of Guests:	