

Jim Hogan's Music Mix

Mobile Disc Jockey Service

We look forward to providing the musical entertainment at your wedding reception. To help prepare us for your big day and to ensure that the event runs as smoothly as possible, we ask that you take a few moments to answer the following questions:

Bride's Name: _____ Groom's Name: _____

Wedding Date: _____ Start Time: _____ End Time: _____

Reception Location: _____ Phone No. At Reception Hall: _____

Banquet Manager's Name: _____ Phone Number: _____

Wedding Ceremony:

Will we be assisting you with your ceremony? Yes _____ No _____

(if so, please allow at least 30 minutes additional set up time)

If yes, where will the ceremony be held? _____

Is electricity readily available at that location? Yes _____ No _____

Location of electrical outlets:

Microphones required: Minister / JP: Yes _____ No _____

Groom / Bride: Yes _____ No _____

Readers: Yes _____ No _____

Music as guests arrive: _____

Song for Bridal Party: _____

Song for Bride: _____

Other: _____

Music During Ceremony: _____

Song for Recessional: _____

DJ Notes / Comments: _____

Please Note: It is strongly advised that you notify keys persons of your desire to bring in outside sound support for the ceremony. Specifically, your minister / justice of the peace and facility manager for the ceremony location need to give approval for us to provide this assistance to you.

Wedding Party Introductions:

To assist us in properly introducing you and your wedding party at your reception, please complete the following questions. Be sure to write the names and titles **exactly** as you would like us to read them. For example, "Mr. and Mrs. John Doe".

Grandparents: (usually introduced from their tables - is this OK with you? Y___ N___)

Grandparents Of The Bride: _____
(optional)

Grandparents Of The Groom: _____
(optional)

Parents:

Parents Of The Bride: _____

Parents Of The Groom: _____

Flower Girl / Ring Bearer: _____

Wedding Party:

Bridesmaid: _____ Escorted By Groomsman: _____

Bridesmaid: _____ Escorted By Groomsman: _____

Bridesmaid: _____ Escorted By Groomsman: _____

Bridesmaid: _____ Escorted By Groomsman: _____

Bridesmaid: _____ Escorted By Groomsman: _____

Maid / Matron of Honor: _____ Escorted By Best Man: _____
(Please Circle One)

Bride and Groom:

Mr. and Mrs. _____
(Please write the exact title that you would like to use. For example, Mr. and Mrs. John and Mary Doe).

Bride & Groom's First Dance:

Song to be played for First Dance: _____ Artist: _____

When will you do your first dance: After wedding party introductions: _____ After cake cutting: _____

Will your wedding party join you halfway through your First Dance? Yes _____ No _____

Blessing / Toast:

Will prayer be said before dinner? Yes _____ No _____ If yes, who will lead (name): _____

Will Wedding toast to be led by: Best Man _____ Maid / Matron of Honor _____ Both _____

(Best Man's Name)

(Maid/Matron of Honor's Name)

Cake Cutting:

Song to be used for cake cutting: _____

Parents Dances:

Father / Daughter Dance: _____ Artist: _____

Mother / Son Dance: _____ Artist: _____

Other Traditional Activities:

Garter Ceremony? Yes _____ No _____ "All" single men / women? Yes _____ No _____

Dollar Dance? Yes _____ No _____

What other "special" ceremonies will there be? (i.e. anniversary dedications, birthday announcements, "ethnic" dances, etc:

Miscellaneous:

When appropriate for the hall / event, we often use special effects lighting. Is this OK with you? Yes _____ No _____
(Note: extra charges may apply)

We encourage song requests, provided we can use professional discretion. Is this OK with you? Yes _____ No _____

We often use various props to encourage guest involvement in activities. Is this OK with you? Yes _____ No _____

Special Song Requests:

Please note any special musical requests that you have for your reception, being sure to note the artist that performed the song, if possible. **Please note:** While we will make every reasonable effort to fulfill your requests, songs not in our library may need to specially ordered. Therefore, please provide us with a minimum of two weeks' notice.

Songs To Avoid:

If you have any music that you would prefer that we not play, please note them below:

Facility:

Have the following items been confirmed with your banquet manager?

Location Of Disc Jockey: _____ Electrical Outlets: _____ 1 Table With Tablecloth: _____
1 Chair: _____ Set-up Time For DJ*: _____ Loading Door: _____

* (Minimum 1 hour prior to start of event 1.5 hours preferred)

Directions to Reception Hall From East Hartford, CT:

To ensure that we arrive on time to your wedding reception, please provide us with an accurate set of directions to your reception hall. Please note, also, the location of the door(s) that we will use to load our equipment in and out of your banquet room.

Notes (DJ Use Only): _____

Concerns to be aware of? _____

Final review with bride / groom? _____