

# MOMENTS IN TIME DJ CEREMONY PLANNER

Please have this form completed and sent in one month prior to your wedding date. This allows all parties involved adequate planning time. We will then call to discuss any other final details after we receive and process the form.

## EMAIL TO:

**info@mitdj.com**

## OR MAIL TO:

**Moments in Time Disc Jockeys**

**PO Box 6346**

**Grand Rapids, MI 49516**

Office Use

DJ Name:

Set #:

Amount Owed:

## GENERAL EVENT & CONTACT INFORMATION

Couples Names: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Wedding Date: \_\_\_\_\_ Contracted Hours Of Service: \_\_\_\_\_ am or pm - \_\_\_\_\_ am or pm

Ceremony Location: \_\_\_\_\_

Will the ceremony be outdoors: Yes \_\_\_\_\_ No \_\_\_\_\_

Is there power for the ceremony: Yes \_\_\_\_\_ No \_\_\_\_\_

## GUEST ARRIVAL

What time will the guests arrive for the ceremony: \_\_\_\_\_

What time will the ceremony be expected to start: \_\_\_\_\_

What type of guest arrival/prelude music would you like to have:

Artist or Genre: \_\_\_\_\_ Artist or Genre: \_\_\_\_\_

Artist or Genre: \_\_\_\_\_ Artist or Genre: \_\_\_\_\_

**OR**, would you like us to choose the guest arrival/prelude music for you? Yes \_\_\_\_\_ No \_\_\_\_\_

## THE AISLE

Will grandparents and parents be ushered to their seats: Yes \_\_\_\_\_ No \_\_\_\_\_

- If yes, what song would you like:

Artist: \_\_\_\_\_ Song Title: \_\_\_\_\_

**Bridal party processional:** Yes \_\_\_\_\_ No \_\_\_\_\_

- If yes, what song would you like:

Artist: \_\_\_\_\_ Song Title: \_\_\_\_\_

### HERE COMES THE BRIDE

**Bride processional:** Yes \_\_\_\_\_ No \_\_\_\_\_

- If yes, what song would you like:

Artist: \_\_\_\_\_ Song Title: \_\_\_\_\_

### UNITY CEREMONY

Will you have a candle lighting/sand ceremony or any other type of unity ceremony: Yes \_\_\_\_\_ No \_\_\_\_\_

- If yes, what song would you like:

Artist: \_\_\_\_\_ Song Title: \_\_\_\_\_

### GRAND EXIT

**Recessional:** Would you like to have a song played after you are announced as a married couple: Yes \_\_\_\_\_ No \_\_\_\_\_

- If yes, what song would you like:

Artist: \_\_\_\_\_ Song Title: \_\_\_\_\_

### GUEST DEPARTURE

**Guest departure:**

What type of guest departure music would you like to have:

Artist or Genre: \_\_\_\_\_ Artist or Genre: \_\_\_\_\_

Artist or Genre: \_\_\_\_\_ Artist or Genre: \_\_\_\_\_

### OTHER PERFORMERS

Will you be having any **other performers:** Yes \_\_\_\_\_ No \_\_\_\_\_

-If yes, what are you having: \_\_\_\_\_

-Are there any other details that we need to be aware of (print below):