MOMENTS IN TIME DJ CEREMONY PLANNER

Please have this form completed and sent in <u>one month</u> 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: _____ <u>**Contracted Hours**</u> **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 <u>guests arrive</u> for the ceremony: _____

What time will the <u>ceremony be expected to start</u>: _____

What type of guest arrival music would you like to have: (If you have a Spotify, TIDAL, or Apple Music playlist please email us the link)

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 <u>grandparents and parents</u> be ushered to their seats: Yes _____ **No** _____

- If yes, what song would you like:

Artist: _____**Song Title:** _____

<u>**Bridal party**</u> **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):