

UPBEATS MOBILE MUSIC DJ'S

Reception & school event specialist

RECEPTION INFORMATION SHEET

Thank you for selecting UPBEATS MOBILE MUSIC DJ'S as your Disc Jockey. In order for us to make your reception the absolute best, please complete the following questionnaire and return it to us with the signed contract, deposit and song list.

- 1) Bride's name and phone number : _____ Grooms name and phone number : _____
- 2) Location and Time of Wedding: _____ Date and Time of Reception: _____
- 3) Location and phone number of Reception: _____
- 4) Number of guests are you expecting? (approximately) 50/100/150/200/250/300/350/400 - *circle one*
- 5) Approximately how many quests will attend (age breakdown)? ___10-24, ___25-34, ___35-44, ___45-up
- 6) In the spaces below list the people you want introduced as they enter the reception hall. They should be introduced in the order listed below.
 - a) **The Bridal Party:** note the relationship of each so we can introduce them properly (bro., cousin, friend ECT)

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

Bridesmaid Ms. _____ escorted by Groomsman Mr. _____

b) **Flower girl:** _____ **Ring Bearer:** _____

c) **Maid or Matron of honor** - *circle one*

Ms. _____ escorted by **Best man** Mr. _____

d) **Bride's parent's** name: _____

e) **Groom's parents** name: _____

f) **How would the both of you like to be introduced?** _____

- 7) Please order the events the way you would like them (cross out any unwanted event)
___Intro, ___Prayer, ___Dinner, ___Toast, ___Cake Cutting, ___Bouquet Toss, ___Garter Toss, ___First Dance ___Bridal party Dance,
___Father/Bride Dance, ___Groom/Mother Dance, ___Dollar Dance
- 8) Please list below the artist and titles for the following Dances (if applicable)

First Dance (artist) _____ (title) _____

Bridal Party Dance (artist) _____ (title) _____

Father/Bride Dance (artist) _____ (title) _____

Groom/Mother Dance (artist) _____ (title) _____

- 9) Are there any birthdays, anniversaries, or any other special announcements that you would like made?

- 10) Please rank these styles of music 1 through 13 (1 being your favorite). Keep in mind what your guests would enjoy.

___Top 40, ___Oldies, ___R&B, ___Various Slow Dances, ___Rap, ___Country ___Club Dance, ___Alternative, ___Jazz,
___Big Band / Swing ___70's Rock, ___Disco, ___Retro 80's

- 11) Please check any (participation type) novelty songs that you would like to hear at your reception.

___Chicken Dance, ___Bunny Hop, ___Rocky Top, ___Cha Cha Slide, ___Hokey Poky, ___YMCA ___White Lines, ___Shout,
___The Stroll, ___Limbo, ___Locomotion, ___Polkas, ___The Twist, ___Macerana, ___Electric Slide, ___Mony Mony,
___Boot Scootin' Boogie, ___Bootie Call, ___Take It To The House

- 12) How did you hear about UPBEATS MOBILE MUSIC DJ'S? _____

Thank you for taking the time to complete this questionnaire (keep a copy for your records as well), if you have any other instructions for us please use the back of this sheet or contact us at **513-315-8722**,
website: www.upbeats-dj.com email: upbeatsdj@hotmail.com