

We believe it to be important for a bride and groom to be able to get to know their prospective disc jockey before they make the reservation, so they know exactly whom they are hiring. That's why we offer several options for clients to get to know us better before they book our company's services. Our first option is we can set up a personal appointment to meet and discuss your reception with you. We can also discuss over the phone if that meets your schedule. Finally, if for some reason, such as out of town couples, you cannot meet us in person we are more than happy to send you out an information packet describing our company. Our DJ's will be available for you, whenever you need them. Our service is for you and if you have any concerns feel free to let us know. This is why we are here and this is what we do.



### RESERVING OUR SERVICES

Booking our service for your reception couldn't be easier. Once the decision is made, just follow the few simple steps. Contact us and let us know that you do indeed want to reserve our services. After receiving the contract (via email or US mail) from us, sign it and return it to the address listed at the bottom of it, along with the required deposit. This officially locks your date in our system. Then go to our web site and fill out the "Reception Information Sheet". Upbeats DJ's will contact you to setup an appointment date and time to discuss your reception in full detail.

### TWO TO THREE WEEKS BEFORE THE BIG DAY

Our philosophy is that you cannot give a bride and groom everything they are expecting out of their wedding day without meeting with them and asking what they are expecting. No two events we do are the same therefore we don't do things one-way, we do them your way. Two to three weeks before your event we like to meet with the bride and groom (via phone or in person) to go back over every little detail and finalize the entire reception, changes can still be made at this point. At that time we will confirm the time schedule and order of events. We will also confirm and change, if needed song selections, including those songs that you don't want played. In short, we will review every possible detail so that when the time of your reception comes the only thing you will have to do, is have a GREAT time.

### THE DAY OF YOUR WEDDING

Once the big day arrives, it's all up to us. We will arrive an hour and a half (minimum) before your guests are scheduled to arrive to set up and adjust the sound system and lights (if required) to the room. Our goal for the day is to make the reception as enjoyable for you and your guests and create memories that will last a lifetime. We will act as a complete MC for the evening as well as the DJ. This means that we will take care of everything for you, per our meetings. As soon as we arrive we will meet with the hall staff and go over what the both of us planned for the event. We'll find out what they need from us throughout the night as far as announcements or warnings of any major events. We also meet with the photographer and Videographers when they arrive. We believe that the entertainment is the most important factor for a successful reception. But, we also realize that once that night is over the pictures and videos from your reception are what helps to make the memory of your most important day last. We bring extra copies of our itinerary to give to your photographer, Videographers and any other vendor. We also make sure that we give them adequate notice before any event occurs throughout the night. Being able to work well with all of the professionals involved in your special night is what makes a reception run smoothly. It also ensures that you will have the entire evening to enjoy your guests and each other. Instead of worrying about any details of the night. We want every guest to leave saying how much fun they had. But, above all want the two of you leaving feeling like the night was magical! We have total confidence that your reception will be one that will last in our memories forever! We will see you on the dance floor.