



## WEDDING INFORMATION SHEET

*Please fill out and return to main office ONE MONTH prior to wedding. Artist will call the week of the function.*

Bride's Name: \_\_\_\_\_ Groom's Name: \_\_\_\_\_  
 Bride's Phone: \_\_\_\_\_ Groom's Phone: \_\_\_\_\_

Name of customer: \_\_\_\_\_ Name of contact person: \_\_\_\_\_  
 Name of entertainer(s): \_\_\_\_\_ Best time and day to call: \_\_\_\_\_  
 Date of wedding: \_\_\_\_\_ Phone - day: \_\_\_\_\_  
 Time of wedding: \_\_\_\_\_ Phone - night: \_\_\_\_\_

**Attire:**  
 Tux                       Suit                       Slacks                       Jeans                       Open Collar                       Dress Shirt/Tie  
 Theme Attire                       Other: \_\_\_\_\_

Location (address, phone & name of room): \_\_\_\_\_

Bride & Groom will be formally introduced as: \_\_\_\_\_

The following people will be introduced at the wedding: *(It is helpful if names are spelled for pronunciation.)*

Bride's Parents: \_\_\_\_\_  
 Groom's Parents: \_\_\_\_\_  
 Maid/Matron of Honor: \_\_\_\_\_  
 Best Man: \_\_\_\_\_

Expected number of guest: \_\_\_\_\_ Age range of guests: \_\_\_\_\_

First dance selection: *(May require sheet music and cassette tape 30 days in advance if booking a band.)* \_\_\_\_\_

**Would you like the entertainer(s) to make the following announcements?**

- Bride & Grooms entrance (introduced formally) ..  Yes ...  No **If No, who will?** \_\_\_\_\_
- Introduce Best Man for toast to Bride & Groom ..  Yes ...  No **If No, who will?** \_\_\_\_\_
- Bride and Groom's first dance .....  Yes ...  No **If Yes, select music:** \_\_\_\_\_
- Father/daughter dance .....  Yes ...  No **If Yes, select music:** \_\_\_\_\_
- Mother/groom dance .....  Yes ...  No **If Yes, select music:** \_\_\_\_\_
- Parents dance .....  Yes ...  No **If Yes, select music:** \_\_\_\_\_
- Bridal party dance .....  Yes ...  No **If Yes, select music:** \_\_\_\_\_
- Buffet / dinner (please circle one).....  Yes ...  No **If Yes, approximate time:** \_\_\_\_\_
- Champagne toast .....  Yes ...  No **If Yes, approximate time:** \_\_\_\_\_
- Cake cutting .....  Yes ...  No
- Throwing of bridal bouquet .....  Yes ...  No
- Throwing of garter .....  Yes ...  No
- Money dance .....  Yes ...  No

- Are there stairs involved when entertainer(s) are loading equipment? .....  Yes ...  No
- Is there a service or public elevator for loading equipment? .....  Yes ...  No
- Is there a stage, platform or cement area for the entertainer(s)? .....  Yes ...  No
- Will entertainer(s) be set up in a shaded area? .....  Yes ...  No
- Are there any parking fees? .....  Yes ...  No

*If yes, please make arrangements to have fees validated for the entertainer(s).*

- Is stage located next to the dance floor for the comfort of your guests? .....  Yes ...  No
- Will the entertainer(s) be invited to eat during their break? .....  Yes ...  No

**Styles of music you and your guests would most enjoy hearing:**

- |                                  |                                    |                                       |                                  |                                |   |
|----------------------------------|------------------------------------|---------------------------------------|----------------------------------|--------------------------------|---|
| <input type="checkbox"/> Rock    | <input type="checkbox"/> Pop/Top40 | <input type="checkbox"/> Rap          | <input type="checkbox"/> New Age | <input type="checkbox"/> Jazz  | <input type="checkbox"/> Swing/Big Band |
| <input type="checkbox"/> 40's    | <input type="checkbox"/> 50's      | <input type="checkbox"/> 60's         | <input type="checkbox"/> 70's    | <input type="checkbox"/> 80's  | <input type="checkbox"/> 90's           |
| <input type="checkbox"/> Country | <input type="checkbox"/> Classical | <input type="checkbox"/> R&B/Dance    | <input type="checkbox"/> Motown  | <input type="checkbox"/> Disco | <input type="checkbox"/> Ethnic         |
| <input type="checkbox"/> Latin   | <input type="checkbox"/> Ballroom  | <input type="checkbox"/> Other: _____ |                                  |                                |   |

Please list a few of your favorite artists from the styles you selected above: \_\_\_\_\_

Special songs you would like to have played (title and artist): \_\_\_\_\_

Are there any styles of music you do NOT want played? .....  Yes .....  No

If yes, specify: \_\_\_\_\_

If yes, would you want it played if someone requests it? .....  Yes .....  No

Are there any special announcements you want to have made? .....  Yes .....  No

If yes, please specify: \_\_\_\_\_

Type of atmosphere you like to create: .....  Conservative.....  Lively .....  In-between

**ADDITIONAL OPTIONS – Please Call 1-800-273-7221 for More Information and Rates**

Would you like to add additional time? .....  Yes .....  No

Would you like to add additional services? (Package deals apply) ..  Yes .....  No

- If yes, please specify:
- Videography
  - Projection Show
  - Photography
  - Ceremony Music
  - Sound System for the Ceremony
  - Officiator

Name of customer: \_\_\_\_\_ Date: \_\_\_\_\_

Name of person filling out this form (if other than customer): \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Special Requests & Notes:**

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**Please make balance payable to the artist (see contract – cash, cashier’s check or money order preferred, company checks will also be accepted).** *Balance does not reflect gratuity. If you are pleased with your service, please feel free to tip the artist. It is greatly appreciated.*

Please return to The Event Consultants via fax, regular mail or e-mail ONE MONTH prior to event.  
Artist will call the week of the function.

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The Event Consultants • 188 E. 17th St., Suite 201 • Costa Mesa, CA 92627  
Phone: 949-548-7762 • Fax: 949-548-5382 • E-mail: [info@theeventconsultants.com](mailto:info@theeventconsultants.com)