

From: Jeff and Cindi Venables -- Williams Entertainment

Thank you for hiring us as your wedding DJ.

Attached is the wedding survey.

About two weeks before your wedding we will schedule a meeting with you. Please have this survey as complete as possible. When we meet, we will go over the survey and plan your reception.

If you complete your survey in advance of our meeting, you can email it back to us at wedjsc@gmail.com. We do prefer to have it in advance; however, as long as you have it completed at the meeting, that will suffice.

You will receive two contracts in the mail; please sign one and return it to us in the self-addressed stamped envelope provided. Please keep the other for your records. Also, remember to send any required deposits.

It is very important that you inform us of any changes in times or dates for your event. Also, if you have any changes in your personal information such as telephone numbers or email, please let us know via email.

Feel free to contact us if you have any questions or need additional information.

Thank you for choosing Williams Entertainment for your music needs.

Jeff & Cindi Venables

Williams Entertainment

www.we-dj.com

803-493-2206/803-517-5520

**Williams Entertainment Wedding Reception Questionnaire
The Basics**

Wedding Date:

Bride's Name:

Bride's Phone Number:

Groom's Name:

Groom's Phone Number:

Location of Wedding:

Start time of Wedding:

Location of Reception:

Start time of Reception:

Contact Person and number at Reception Hall:

Contact at reception to indicate when wedding party arrives etc...

Set-up time:

Please provide names and cell phone numbers for the following:

Wedding coordinator:

Photographer:

Videographers:

Caterers:

Are there any other special factors that need to be noted:

Events to Announce

(Please indicate order of introduction by placing 1st, 2nd, 3rd, etc... in the blank to the left)

If you don't want an event announced leave it blank

The order below is our recommended order of events.

_____ Bridal Party Introductions

Song to play:

_____ Bride and Groom Introductions

Song to play:

_____ Bride and Groom 1st dance

Song to play:

_____ Food (Directions/Invitation to start)

Will the food be...

_____ Buffet

_____ Heavy Hors d'oeuvres

_____ Sit down full service meal

When do you want the main food served? (Before or after the bridal parties arrival?)

_____ Toast

List names of people to give a toast:

_____ Cutting of the Cake

Song to play:

_____ Father/Daughter

Song to play:

_____ Son/Mother dance

Song to play:

_____ Bridal Party Dance

Song to play:

_____ Everybody Dance:

Do you want dancing before you arrive?

During Dinner?

Or after the food is served?

_____ Bride and/or Groom spotlight/circle dance

Song to play:

_____ Bouquet Toss

Song to play:

_____ Garter Toss

Song to play:

_____ Last dance of the night

Song to play:

_____ Departure of Bride and Groom

Song to play:

What time?

Will there be a grand exit? (Bubbles, sparklers, etc...)

Will there be limousine service?

_____ Events not mentioned above: _____

How would you like to be announced?

(Such as Mr. & Mrs. John Smith or Jane and John Doe)

How would you like to be addressed or announced the remainder of the night?

Would you like any other special dances to be announced? (Such as the Money dance, wedding party dances, etc...) **If so, please attach a list of names involved and the music for the dances.**

Are there any special announcements you would like made during or before the reception?

Are there any specific songs that you **DON'T** want played at anytime during the wedding?

Are there any special circumstances that we need to know?

How long will it take the wedding party to arrive at the reception?

Do you want any type of DJ lighting for the dance floor?

How many people will attend and what age groups will attend?

Are members of the wedding party to be announced?
If so, please attach a list of the names in order to be announced.

Wedding Party

(Please indicate order of introduction by placing 1st, 2nd, 3rd, etc... in the blank to the left)

_____ Bride and Groom _____

_____ Parents of the Bride: _____

_____ Parents of the Groom: _____

_____ Matron/Maid of Honor: _____

_____ Best man: _____

_____ Ring Bearer: _____

_____ Flower Bearer: _____

Other Wedding Party Members:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Any Other person(s) you would like to be introduced:

Please check the genre of music that you like and prefer to be played at the reception.

- Beach
- Big Band
- Contemporary Christian
- Easy Listening Rock
- Gangster Rap
- Hard Rock
- Jazz
- Latino
- Line Dancing Music
- Motown
- New Country
- Old Country
- Oldies
- Punk Rock
- Rap
- Rocking Country
- Rhythm and Blues
- Southern Rock
- Swing
- Techno

What era of music do you prefer?

- | | |
|--|------------------------------------|
| <input type="checkbox"/> 1950-55 | <input type="checkbox"/> 1956-60 |
| <input type="checkbox"/> 1961-65 | <input type="checkbox"/> 1966-70 |
| <input type="checkbox"/> 1971-75 | <input type="checkbox"/> 1976-80 |
| <input type="checkbox"/> 1981-85 | <input type="checkbox"/> 1986-90 |
| <input type="checkbox"/> 1991-95 | <input type="checkbox"/> 1996-2000 |
| <input type="checkbox"/> 2001- present | |

What radio stations do you and your future spouse prefer?

Bride: _____

Groom: _____

Who are your favorite musical artists?

Bride: _____

Groom: _____

What are the must play songs at your reception?

Bride: _____

Groom: _____

How would you describe your dancing ability and interest?

Bride: _____

Groom: _____
