

# TUNES BY T WEDDING CEREMONY PLANNER

NAME OF BRIDE: \_\_\_\_\_ NAME OF GROOM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

WEDDING CEREMONY DATE: \_\_\_\_\_ LOCATION: \_\_\_\_\_

WEDDING CEREMONY START TIME: \_\_\_\_\_ ESTIMATED # OF GUESTS: \_\_\_\_\_

TIME CEREMONY LOCATION IS AVAILABLE FOR SET UP: \_\_\_\_\_ GUEST ARRIVAL TIME: \_\_\_\_\_

IF THE CEREMONY IS TAKING PLACE OUTDOORS, WILL THERE BE PROTECTION FROM THE ELEMENTS? \_\_\_\_\_ (YES) \_\_\_\_\_ (NO)

WHAT IS THE BACKUP PLAN FOR INCLEMENT WEATHER? \_\_\_\_\_

CEREMONY MUSIC STARTING TIME: \_\_\_\_\_ APPROXIMATE CEREMONY MUSIC ENDING TIME: \_\_\_\_\_

HOW WOULD YOU LIKE OUR STAFF ATTIRED? TUX \_\_\_\_\_ SEMI-FORMAL \_\_\_\_\_ SNAPPY CASUAL \_\_\_\_\_ OTHER \_\_\_\_\_

WOULD YOU LIKE US TO PROVIDE A WIRELESS LAPEL MICROPHONE FOR THE OFFICIANT? \_\_\_\_\_ (YES) \_\_\_\_\_ (NO)

WOULD YOU LIKE US TO PROVIDE A MICROPHONE WITH STAND FOR SPEAKER(S)/READER(S)? \_\_\_\_\_ (YES) \_\_\_\_\_ (NO)

\*\* (THERE IS AN ADDITIONAL CHARGE FOR MORE THAN TWO MICROPHONES)

IS THERE AN ELECTRICAL POWER SUPPLY? \_\_\_\_\_ (YES) \_\_\_\_\_ (NO) \*\* (THERE IS AN ADDITIONAL FEE FOR A GENERATOR)

WHAT IS THE APPROXIMATE DISTANCE TO THE POWER SUPPLY? \_\_\_\_\_ (FT.)

NAME OF COORDINATOR/HOSTESS: \_\_\_\_\_ NAME OF OFFICIANT: \_\_\_\_\_

NAME OF PHOTOGRAPHER: \_\_\_\_\_ NAME OF VIDEOGRAPHER: \_\_\_\_\_

**BACKGROUND MUSIC PREFERENCE:**

\_\_\_\_\_ **CLASSICAL** (BEETHOVEN, MOZART, VIVALDI, ETC.)

\_\_\_\_\_ **ACOUSTIC GUITAR** (JACK JOHNSON, JOHN MAYER, ETC.)

\_\_\_\_\_ **JAZZ / PIANO / SAX / INSTRUMENTAL**  
(G. WINSTON, EARL KLUGH, DAVID BENOIT, ETC.)

\_\_\_\_\_ **BIG BAND / SWING / LOUNGE MUSIC**  
(FRANK SINATRA, HARRY CONNICK JR., MICHAEL BUBLE ETC.)

\_\_\_\_\_ **ADULT CONTEMPORARY / EASY LISTENING**  
(NORAH JONES, ROD STEWART, CELINE DION ETC.)

\_\_\_\_\_ **OTHER FORMAT:** \_\_\_\_\_

SAMPLE ARTIST(S) \_\_\_\_\_

## ORDER OF EVENTS (PLEASE NUMBER CHRONOLOGICALLY ALL THAT PERTAIN, ESTIMATED TIME & MUSIC)

<u>EVENT</u>	<u>MUSIC SELECTIONS: (TITLE &amp; ARTIST)</u>
_____ GUESTS SEATED - TIME: _____	_____
_____ VIPS SEATED - TIME: _____	_____
LIST OF VIPS: _____	
_____ BRIDESMAIDS/BRIDAL PARTY ENTRANCE - TIME: _____	_____
_____ BRIDE'S ENTRANCE (PRECESSIONAL) - TIME: _____	_____
_____ READING 1 - TIME: _____	
_____ READING 2 - TIME: _____	
_____ PRIMARY OPTION 1 - TIME: _____	_____
PLEASE CIRCLE: (UNITY CANDLE, SAND CEREMONY, WINE SHARING, BLESSING TREE, TASTING THE ELEMENTS, OTHER: _____)	
_____ GIVING OF THE ROSES - TIME: _____	_____
_____ SECONDARY OPTION: _____ - TIME: _____	_____
_____ BRIDE & GROOM RECESSIONAL - TIME: _____	_____
_____ RECEIVING LINE/GUEST DEPARTURE - TIME: _____	_____

