



Wedding Reception Information Form

Date: _____ DJ Time: _____ / Reception End: _____ Music Begins With: _____

Bride: _____ Groom: _____

Best To Contact: Bride or Groom

Cell #: _____ Email: _____

Ceremony Location: _____ Apprx # Guests: _____

Ceremony Coodinator: _____ Start Time: _____ End: _____

Reception Location: _____

Reception Coordinator (Day Of): _____ Cell/email: _____

Photographer: _____ Video: _____ Photo Booth: _____

DANCE SELECTIONS

First Dance: _____ **Artist:** _____

Have Parents join? no yes / Bridal Party join? no yes / All Couples? no yes

Bride & Father's Name: _____ After 1st Dance? no yes

Song Title: _____ **Artist:** _____

Groom & Mother's Name: _____

Song Title: _____ **Artist:** _____

FORMALITIES

Before Dinner

Welcoming Speech: no yes Name: _____ Relate: _____

Best Man's Toast: no yes Name: _____ Relate. to Groom: _____

Maid/Matron's Toast: no yes Name: _____ Relate. to Bride: _____

Blessing: no yes Name: _____ Table #: _____

Centerpiece Giveaway: no yes How: _____

After Dinner

(Songs aren't required, your choice)

Cake Cutting: no yes Special Song?: _____

Anniversary Dance: no yes (Give your bouquet or bottle of wine to the longest married couple?)

Bouquet Toss: no yes Special Song?: _____

Garter Removal: no yes Special Song?: _____

Garter Toss: no yes Special Song?: _____

Garter Placement: no yes Special Song?: _____

IMPORTANT DETAILS

Wedding Party Introductions

GRANDPARENTS

(Circle One)

BRIDE'S Grand _____ : _____ WALK IN or @TABLE # _____

BRIDE'S Grand _____ : _____ WALK IN or @TABLE # _____

GROOM'S Grand _____ : _____ WALK IN or @TABLE # _____

GROOM'S Grand _____ : _____ WALK IN or @TABLE # _____

Song: _____ **PARENTS OF THE BRIDE** Intro as Host & Hostess? yes no

Mr. & Mrs.: (father's) _____ and (mother's) _____ (last) _____

(Use if divorced, separated, or widowed)

Mother: Mrs. / Ms. _____ esc by: _____ (relation) _____

Father: Mr. _____ esc by: _____ (relation) _____

PARENTS OF THE GROOM

Mr. & Mrs.: (father's) _____ and (mother's) _____ (last) _____

(Use if divorced, separated, or widowed)

Mother: Mrs. / Ms. _____ esc by: _____ (relation) _____

Father: Mr. _____ esc by: _____ (relation) _____

Song: _____ **BRIDAL PARTY**

Bridesmaid: M____ . _____ esc by: Mr. _____

Bridesmaid: M____ . _____ esc by: Mr. _____

Bridesmaid: M____ . _____ esc by: Mr. _____

Bridesmaid: M____ . _____ esc by: Mr. _____

Bridesmaid: M____ . _____ esc by: Mr. _____

Bridesmaid: M____ . _____ esc by: Mr. _____

Bridesmaid: M____ . _____ esc by: Mr. _____

Jr Bds Maid: Miss _____ Jr Ush Mr. _____

Flower Girl: Miss _____ Ring Br: _____

Flower Girl: Miss _____ Ring Br: _____

Maid / Matron: M____ . _____ Ush / Best Man: Mr. _____

Maid / Matron: M____ . _____ Ush / Best Man: Mr. _____

Song: _____

BRIDE & GROOM: Mr. and Mrs. _____

Bride's first name: _____