



ALL OCCASIONS DJ'S
EVENT ENTERTAINMENT

Event Details

<u>Event date:</u>	
<u>Event time:</u>	Start time:
	Finish time:
<u>Dress code:</u>	
<u>Venue address</u>	Venue Address:
	Venue Name:
<u>Event type:</u> <i>(Confirm the type of event cocktail or sit-down)</i>	
<u>Estimated number of guests:</u>	
<u>Packages</u> <i>(Please highlight)</i>	<ul style="list-style-type: none"> • Essential DJ Package • Signature DJ Package • Premium DJ Package • Cocktail hour music package • Ceremony package • Photobooth • Videography • Photographer • Cold sparks fireworks • Dancing on clouds

Contact Details

Bride's Information	Name: Number: Email:
Groom's Information	Name: Number: Email:
MC's Information	Name: Number: Email:
Venue Information	Contact Name: Number: Email:
Wedding planner Information	Name: Number: Email:

Event Details checklist (DJ)

- Please note all DJs will arrive **1 hour** before the start time, for setup

<p><u>Add Ons</u></p> <p><i>(Please Highlight)</i></p> <p><i>(More information about these add Ons can be found on our website)</i></p>	<ul style="list-style-type: none"> • High quality speakers (EV 50's) • MC • High quality lighting upgrade (Moving Heads) • DJ Façade (For DJ Booth) • Wireless mic • Smoke machine • Vertical Smoke Machines x2 • Early setup/standby • Ceremony music package • Wireless battery-operated speaker • Dancing on clouds • Cold sparks fireworks • Cocktail hour • Ceremony package
<p><u>Other Details</u></p>	

Ceremony Song Sheet

(Only fill out if All Occasions DJ 's are supplying music for the ceremony)

<p>Celebrants Information</p> <p><i>(Will the celebrant be providing their own equipment?)</i></p>	<p>Name:</p> <p>Number:</p> <p>Email:</p> <p>Other Information:</p>
<p>Pre-Ceremony songs</p> <p><i>(Either list specific songs or describe the style of music you would like played)</i></p>	
<p>Bridal Entrance</p> <p><i>(Please provide link to song)</i></p>	
<p>Signing of the register</p> <p><i>(Please provide 2 – 3 songs)</i></p>	
<p>Recessional song</p> <p><i>(First song after Ceremony)</i></p>	
<p>Post ceremony songs</p> <p><i>(Please provide 3 – 5 songs)</i></p>	

Reception Playlist Sheet

	<p>Maid of Honour:</p> <p>Best Man:</p> <p>Bride & Groom:</p>
<u>Cutting of the cake song</u>	
<p><u>Bridal Waltz/First Dance song</u></p> <ul style="list-style-type: none"> • <i>Please provide link to song)</i> • <i>Please consider if you would like your guests to join you towards the end of your first dance. If so, at what time during the song?</i> 	
<p><u>Father Daughter dance song</u></p> <ul style="list-style-type: none"> • <i>Usually before the first dance. Please provide link to song</i> 	
<p><u>First Party Song</u></p> <ul style="list-style-type: none"> • <i>After first dance</i> 	

