

# Wedding DJ Planning Worksheet

## Contact Information

Bride's Name

Groom's Name

Email

Phone Number

## Event Details

Date

Venue Name

Event Start Time

Event End Time

Number of Guests

## Key Contacts

Wedding Planner/Coordinator

Photographer

MC / Host Name

# Ceremony

Location

Ceremony Start Time

Processional Song

Recessional Song

Other Special Songs / Notes

# Reception

Cocktail Hour Location

Cocktail Hour Time

Grand Entrance Song

First Dance Song

Father-Daughter Dance Song

Mother-Son Dance Song

Other Special Dances

Cake Cutting Song

Bouquet Toss Song

Garter Toss Song

Last Dance Song

### **Special Announcements / Notes for DJ**

### **Music Must-Play List**

### **Music Do-Not-Play List**