

The Bottom Line Bands' Wedding Reception Questionnaire

Date of wedding _____

Bride and Groom's names _____

Bride and Groom's phone number _____

Location of reception _____ Room _____

Address _____ Phone _____

Names of contact people

Club, Hall, or Catering Manager _____ Phone _____

Wedding Coordinator _____ Phone _____

Photographer _____ Phone _____

Videographer _____ Phone _____

Timeline

Approximately, what time is the ceremony scheduled to end? _____

Is the ceremony at the same location as the reception? _____ yes _____ no

What time will the guests arrive? _____

Will you have a receiving line? _____ yes _____ no

At what time will the guests be asked to be seated? _____

Will there be a "Grand Entrance" for the Bride and Groom? _____ yes _____ no

Will the rest of the bridal party be introduced also? _____ yes _____ no

Will the parents of the Bride and Groom be introduced? _____ yes _____ no

Comments

Bridal Party list

(Please include pronunciations where appropriate)

For the full “grand entrance” list the parent’s first, next list everyone else in the same order that they came down the aisle ending with the best man and maid of honor, followed by the Bride and Groom

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

Name _____ Title _____ Partner _____

How would you like the Bride and Groom to be introduced? _____

Will someone be doing a “Welcoming” of the guests’ announcement? ___ yes ___ no

If so, by whom? _____

(e.g. Bride/Groom/Father of the Bride or Groom)

What time is dinner scheduled to be served? _____

Will someone be giving a blessing? ___ yes ___ no

Name _____ Title/Relation _____

Will there be a toast? ___ yes ___ no

When would you like the toast to be given? _____

By whom? _____ Title/Relation _____

Comments

Would you like a "First Dance" as husband and wife? yes no

When? Immediately following the grand entrance? yes no

After the Bride and Groom finish their meal? yes no

Other _____

What song for your "First Dance" have you chosen from the bands song list? _____

Approximate the length of time you'd like the dance to last _____

Or, do you want to supply us with your "First Dance" song on a cd or ipod/mp3 player to be played over our sound system? yes no
(you can give us the cd or mp3 the day of the wedding)

What is the song? _____

Will the Bride and Groom "cut the cake" ? yes no
(the photographer would be the one in charge of this)

When would you like this to be done? _____
(this could be at any time, but would have to be done earlier if the cake is to be served as dessert)

Will there be a bouquet toss? yes no

Will there be a garter toss? yes no

Special dances

Will there be a Father/Daughter dance with the Bride? yes no

What is the song from our song list that you have chosen? _____

Approximate length of time you'd like the dance to last _____

Or, do you want to supply us with your "Father/Daughter" song on a cd or ipod/mp3 player to be played over our sound system? yes no
(you can give us the cd or mp3 the day of the wedding)

What is the song? _____

The Bridal dance yes no
(This dance would be in the reverse order as the "grand entrance" and would start with the Bride and Groom. The Parents of the Bride and Groom can be included as can anyone else that you feel would be appropriate. Because introductions are being announced during the song, the song itself is a generic, instrumental melody (no vocals) that is easy to dance to)

Other dances
(e.g. Mother/Son, combination Parents' dance, dollar dance, longest married couple dance, birthdays, anniversaries)

Other band-related questions

What time is the band scheduled to start and end? _____

(Note: equipment arrival time & set-up will be done 2 hours prior to the time that we are scheduled to begin.

An earlier arrival—before the standard 2 hour arrival time—at an extra per half hour rate.)

Entrance, location (if known) for the equipment load-in _____

Would you like us to play recorded music over our sound system prior to our start time, and also during our breaks?

____ yes ____ no

Band members' attire (check one)

____ tuxedos ____ casual

_____ other (please specify)

In what area will the band members be eating? (where?)

____ main room ____ separate room

Other _____ Approx. time _____

Additional comments

This questionnaire is due six weeks before the wedding

Please send to: Stan Davis
 stanwci@gmail.com or
 10003 Newton Avenue, Cleveland, OH 44106

Phone: 216-403-8394

Thanks for choosing live music.