

Hear...by request Box 3024, Spruce Grove, AB, T7X 3A4
(780) 962-3511
Toll free 1-866-962-3511
Fax 962-3527
Email: info@hearbyrequest.com

ULTIMATE WEDDING PLANNER

Bride's Name: _____

Invoice # : _____

Groom's Name: _____

Date of function: _____

FIRST THREE WEDDING SONGS

1. TITLE _____
ARTIST _____
WHO WILL BE DANCING? _____

2. TITLE _____
ARTIST _____
WHO WILL BE DANCING? _____

3. TITLE _____
ARTIST _____
WHO WILL BE DANCING? _____

***Please note that we can only obtain songs which are commercially produced and for which we are licensed to play. Some remixes, movie soundtracks, and songs obtained from the internet are not legal to download, or legal for playback under the AVLA licensing and SOCAN fees that you pay to your venue. If you have a question about a song please call our office and we will verify that we can provide it.

TIMING OF THE THE EVENING

What time is your Cocktails/Guest Arrival? _____ P.M.
What time will the Bridal Party Arrive? _____ P.M.
What time is your Dinner? _____ P.M.
What time will you be cutting the cake? _____ P.M.
What time would you like the dance to start? _____ P.M.
Remember it is a 4 hour dance
Will you be throwing the Garter and Bouquet? ____ Yes ____ No
If yes, at what time? _____ P.M.
Will you be serving a late lunch? ____ Yes ____ No
If yes, at what time? _____ P.M.

BRIDAL FANFARE

We can introduce the bride and groom into the room and play a special entrance song.

Song: _____
Artist: _____

How you wish to be introduced: (first names, or Mr&Mrs etc)

SPECIAL ANNOUNCEMENTS TO BE MADE DURING DANCE

IMPORTANT PEOPLE:

Parents of the Bride:

Mother's Full Name: _____
Father's Full Name: _____
Married How Long?: _____
If not married, are there concerns? Yes ___ No ___

Parents of the Groom:

Mother's Full Name: _____
Father's Full Name: _____
Married How Long: _____
If not married, are there concerns? Yes ___ No ___

Best Man: _____

Maid Of Honour: _____

M.C.: _____

MUSIC:

This portion of the evening is a chance for your guests to choose their favorite dance songs and participate actively in the evening. We DO NOT accept Must play lists or DO NOT play lists. We do play as many requests as we can fit into a four hour dance. The following section allows us a chance to understand what your guests may wish to hear along with your favorites in advance.

Are there any specific types of music that you would like played?
(Ethnic, Big Band, Country, etc.)

Are there any songs that you would like the DJ to avoid playing?
(songs from funerals, previous relationships etc.)

Do you have any special games or fun songs that you would like played?
(Macarena, Bird Dance, Line Dances, Limbo, Kidnapping of Bride/Groom, etc.)

Requests: Please note that although we have a vast library some artists or songs are not available to us. We ask that if you have specific hard to find requests that you contact our office by phone. Hear...by request also reserves the right to not play certain songs or honour requests that may be considered offensive by your guests.

IMPORTANT: If you have a guest wishing to sing at your event, they are welcome to our microphone. If they have accompanying music, it must be received in MP3 format with proper song tags, no later than 15 days in advance to: music@hearbyrequest.com

Please specify which you prefer:

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Quiet DJ: _____
(no games or interaction, suitable for a formal occasion)

Moderately Interactive: _____
(may lead fun dances, limbo, macarena etc.)

Highly Interactive DJ: _____
(may use props and or costumes as well as lead participation dances)

Tuxedo____ (not available with all entertainers, please call the office when requesting this option)

Suit____ Shirt and Tie____ Golf Shirt____

**Please note, in conditions of extreme heat and/or when a hall is not air conditioned, our entertainers reserve the right to dress down to a golf shirt and or dress shorts. Our company guideline is 25° Celsius or hotter inside the venue.

MC SPEECH ENHANCEMENT (musical intros for speeches)

NAME

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

KISSING JEOPARDY GAME GUIDELINES

For Kissing Jeopardy you will want to have approximately 25 questions ready for your DJ. They may be funny questions (about personal incidents that may have happened), serious, informative (such as combined birth weights of Bride and Groom), or not even totally related to the topic of marriage (such as sports trivia). The way the game works is the people must approach the DJ and they will be asked a question. If the answer is right, then the Bride and Groom kiss. If the question is answered incorrectly, then the person shall return to their table and everyone at that table must stand and kiss.

KISSING DICE

If a couple would like you to kiss during dinner, they would come up on the dance floor and roll the dice. If the total is even, the bride and groom kiss. If the total is odd the couple that rolled the dice kiss. If the total is pairs, all pairs or all married couples in the hall must kiss.

How would you like you DJ attired?

SONG

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

REMINDERS!

THIS PLANNER MUST BE RECEIVED NO LATER THAN 15 DAYS BEFORE YOUR WEDDING TO GUARANTEE YOUR FIRST 3 SONGS!

Upon receipt of the planner, our DJ will meet with you the week of your wedding, usually Monday through Wednesday to review all of these details one more time with you and review the hall access times for our set-up and tear-down. Please plan for this.

YOUR FINAL PAYMENT IS DUE 15 DAYS BEFORE YOUR EVENT. YOU MAY PAY IN CASH CERTIFIED CHEQUE, OR CREDIT CARD. IF YOU WISH TO PAY AT YOUR EVENT, CASH MUST BE PAID TO THE DJ UPON HIS ARRIVAL AT THE VENUE AND BEFORE THEY SET UP.

THIS FORM MAY ALSO BE SUBMITTED THROUGH OUR WEBSITE LINK ON THE WEDDINGS PAGE.