



**Wiser  
Productions.com**

*West Michigan's Premier Entertainment Agency*

**Wiser Productions, Inc. 1601 W. Centre Ave. #103 Portage, MI 49024-6312**  
**(269) 329-0486 Fax: (269) 329-7115 www.wiserproductions.com**

## **Planner For Your Reception- BAND**

Please print a copy of this form and use it as a worksheet to prepare for your wedding reception. Please go to our website online form's <http://www.wiserproductions.com/> to submit this information to your Band 30 days prior to your wedding date. Please call your band leader 10 to 14 days prior to your date to go over your event. Their phone number is on the lower right hand corner of your contract.

Names of Bride and Groom: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

Event Date: \_\_\_\_\_ Band: \_\_\_\_\_

Reception Location: \_\_\_\_\_

Facility Manager: \_\_\_\_\_ Facility Phone: \_\_\_\_\_

Ceremony Start Time: \_\_\_\_\_ Ceremony Location: \_\_\_\_\_

Expected arrival time of first guests at reception site: \_\_\_\_\_ Number of guests: \_\_\_\_\_

Expected arrival time of Wedding Party: \_\_\_\_\_

Dinner service time: \_\_\_\_\_

Photographer's name: \_\_\_\_\_

Time Photographer leaves: \_\_\_\_\_

Videographer's name: \_\_\_\_\_

Time Videographer leaves: \_\_\_\_\_

**Prior to dinner, your Band can help with toasts and announcements**

Introductions of Wedding Party: None/ Upon arrival/ Prior to dinner seating (Circle One)

Song for Introductions of Bride & Groom and wedding party: \_\_\_\_\_

**Names and Information For Your Reception**

Usher 1: \_\_\_\_\_ Usher 2: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Usher 3: \_\_\_\_\_ Usher 4: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bride's Parents: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_

Groom's Parents: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_

Ring Bearer: \_\_\_\_\_ Flower Girl: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bridesmaid 1: \_\_\_\_\_ Groomsmen 1: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bridesmaid 2: \_\_\_\_\_ Groomsmen 2: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bridesmaid 3: \_\_\_\_\_ Groomsmen 3: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bridesmaid 4: \_\_\_\_\_ Groomsmen 4: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bridesmaid 5: \_\_\_\_\_ Groomsmen 5: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bridesmaid 6: \_\_\_\_\_ Groomsmen 6: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Maid/ Matron of Honor: \_\_\_\_\_ Best Man: \_\_\_\_\_

Introductions Y/N \_\_\_\_\_ Y/N

Bride and Groom: (as you would like to be formally announced)

\_\_\_\_\_

Otherwise, the Band should call you:

\_\_\_\_\_ and \_\_\_\_\_

**Toasts**

Champagne for toast? Yes/No

**Please name each person that will give a toast. Please list the names in the order that the toasts will be given.**

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Prayer before dinner: Yes/No By whom: \_\_\_\_\_

**Cake Cutting** Yes/No

Announce cake cutting: Yes/No When: \_\_\_\_\_

**Special Dances and Events**

Bride & Groom dance? Yes/No Song: \_\_\_\_\_

Bride & Father song? Yes/No Song: \_\_\_\_\_

Groom & Mother song? Yes/No Song: \_\_\_\_\_

Other Special Dances? Yes/No Song: \_\_\_\_\_

Wedding Party song? Yes/No Song: \_\_\_\_\_

Over time, wedding traditions change.

Please indicate which of these activities that you would like to occur or NOT occur? If you are not familiar with any of these activities, please feel free to discuss them with your band leader.

Pay to Play Dance (Songs that are not allowed to be played, however, the B&G will dance to, provided a guest or guests pay to play, I.E., \$50 for you to dance to the Chicken Dance: \$75 for the Macarena. )

Yes or No \_\_\_ Song(s): \_\_\_\_\_

Dollar Dance (Guests pay to dance a slow song w/ the B and/or G, for 20 seconds.)

Yes or No \_\_\_ Song(s): \_\_\_\_\_

Dash for Cash (Bridesmaids vs Groomsmen. One song where the wedding party race to collect money for the Bride and Groom)

Yes or No \_\_\_ Song: \_\_\_\_\_

