Dear Customer

Please complete this form electronically by typing your answers directly on this form and email back to our office. You can also copy the text of this form and paste it in an email to our office with your answers. In the event you are unable to open this form please let us know and we will send you this form in a different format. Please keep in mind that all song requests should be available on itunes for purchase. Any song requests that are not available for purchase should be provided to us in mp3 format. We unfortunately cannot obtain music from file sharing websites or youtube.

Thank You,

Management

Customer Names:

Wedding Date:

Venue:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ceremony Info:

Is the Ceremony Taking Place in the Venue:

-(If the answer is yes) Please provide times and location of ceremony:

-(If the Answer is yes) Is Crowd Control Entertainment providing services for your ceremony?

-If Crowd Control Entertainment is providing music for ceremony please provide us with the following information:

1-Background music prior to ceremony:

2-Bridal party processional song:

3-Bride processional song/bridal march:

4-Ceremony recessional song:

In addition to the requested songs CCE also requests your officiant’s closing words to your ceremony. This will be our cue to play the recessional song.

5-Officiant’s closing words are:

Cocktail hour Info:

Will there be a cocktail hour taking place at the venue:

-(If the answer is yes) Please provide the times and location of the cocktail hour:

-(If the Answer is yes) Is Crowd Control Entertainment providing services for your cocktail hour:

-If CCE is providing your cocktail hour music please provide us with any special instructions regarding music etc here:

Reception Info:

Please note that the most common reception formality order is as follows:

1-Introductions

2-First dance

3-Toasts

4-Dinner

5-Cake Cutting

6-Parent Dances

7-Bouquet/Garter Ceremony

In the event you are requesting a change in this sequence please bring it to our attention on the special requests/notes section at the end of this form.

Is the Reception Taking Place in the Venue:

-(If the answer is yes) Please provide times and location of Reception:

-(If the Answer is yes) Is Crowd Control Entertainment providing services for your Reception?

Number of guests:

Average age:

DO NOT PLAY LIST: (enter songs and genres here)

Music Preferences: Genres you prefer to hear at your reception. (Highlight any genres you prefer to hear at your reception. If you cannot highlight the text then delete the genres you are not interested in):

Top 40 Dance House Hip Hop/R&B Reggae

Reggaeton Oldies (big band swing) Oldies (50’s & 60’s)

Disco 70’s and 80’s Rock (90’s and Today) 80’s hits/pop

90’s hits/pop Country Freestyle

Is there any Ethnic Music Requested? (if the answer is yes please list requests here:

Introductions and Formalities:

Crowd Control suggests a maximum of 3 songs for introductions however this is not a requirement. The reason for this suggestion is because it takes a matter of seconds from the time a person is introduced and the time they are on the dance floor. If you designate one song for each person/couple it will essentially be a few seconds played from each song. The intros will flow much nicer and the guests will respond and clap to the beat of the music if you keep the introduction songs to a minimum. CCE suggests the following:

1- Grandparent/Parent intro song (type song and artist here):

2-Bridal Party song(type song and artist here):

3-Bride and Groom song(type song and artist here):

Introduction Sheet:

Please type your guests being introduced in the order that you want them introduced. CCE suggests that you only introduce guest by their first names as this flows nicer and is much more common. We also suggest that the females be introduced before the males.

For example “Brides Parents Suzanne and Lawrence”, “Jennifer escorted by Danny”, “Maid of honor Jennifer escorted by Best Man Danny”

Please type your guests being introduced in the numerical order you want them announced here(please also indicate any parents, maid of honor, matron of honor, junior bridesmaids, junior groomsmen, flowergirls, ringbearers on this numerical list):

Bride and Groom wish to be introduced by the MC for the first time as:

First dance?

If the answer is yes please type the song title and artist here:

Do you wish to dance the first dance alone or invite your guests to join you after a period of time?

If you want to invite guests to join in on the first dance please select your preference please indicate at what time in your first dance:

MC to invite: 1) ALL GUESTS

2) BRIDAL PARTY FOLLOWED BY ALL GUEST

3) BRIDAL PARTY ONLY

4) OTHER(please describe here):

Blessing of grace:

If the answer is yes please type the name the person doing the blessing here:

Maid or Matron of Honor Toast?

If the answer is yes please type names and titles(Maid/Matron) here:

Best man toast?

If the answer is yes please type the names here:

Dinner Information: CCE normally plays a great mix of easy listening background music during dinner time. If you have any special instructions or requests for dinner feel free to add them here:

Centerpiece Giveaway requested?

Cake cutting ceremony?

If the answer is yes please type song title and artist here:

Father /daughter dance?

If the answer is yes please type song title and artist here:

Mother /son dance?

If the answer is yes please type song title and artist here:

Bouquet Toss/Garter Toss ceremony?

If the answer is yes please type song titles and artist here:

Bouquet toss song/artist:

Garter removal song/artist:

Garter toss song/artist:

Winners to both bouquet and garter toss song/artist:

Last Song Request please type here

ADDITIONAL NOTES AND CONCERNS:

SONG REQUESTS CAN BE LISTED BELOW: PLEASE NOTE AS A SUGGESTION, THE AVERAGE SONG IS 4 MINUTES LONG. ACCORDINGLY, IN 60 MINUTES THERE IS AN AVERAGE MAX OF 15 SONGS THAT CAN PLAY IN AN HOUR. WHEN SUGGESTING SONGS, PLEASE KEEP IN MIND THIS FORMULA IN CALCULATING YOUR SONG REQUESTS. PLEASE ALSO TAKE NOTICE THAT ANY FORMALITIES REQUESTED WILL ALSO TAKE TIME OUT OUT FROM THE DANCING PORTION OF EACH PARTY AND SHOULD BE CONSIDERED WHEN CREATING YOUR REQUEST LIST.