



Siagel Production's
Wedding Reception Questionnaire

Wedding Date: ____ / ____ / ____

Brides Name: _____

Grooms Name: _____

Venue: _____

Time of Ceremony: _____ Location at Venue: _____

Time of Cocktail Hour: _____ Location at Venue: _____

Time of Reception: _____ Location at Venue: _____

Name of Host/ess: _____

Phone and Email: _____

Name for Photographer: _____

Phone and Email: _____

Will you have a Receiving Line at the Reception? YES NO
If so, when? _____

Introductions (please write names exactly as they are to be announced, including phonetic spelling)

Parents Song Choice: “ _____ ”

Parents of the Bride: _____

Parents of the Groom: _____

Wedding Party Song Choice: “ _____ ”

Bridesmaids	escorted by:	Ushers
_____		_____
_____		_____
_____		_____
_____		_____

Flower Girl(s): _____

Ring Bearer: _____

Maid/Matron Of Honor: _____

Best Man: _____

How will the Bride and Groom be introduced?

Song Choice: “ _____ ”

First Dance

Song Choice: “ _____ ”

Please submit your first dance song link, or e-mail the actual song file to your event coordinator. We would love to ensure that you have the correct version of your important first dance!

Time of First Dance: After Introductions
(Check One) Other _____

Will the wedding party be invited up for the first dance? YES NO

Names and Order of Toasts/Blessings

1) _____

2) _____

3) _____

Will you be performing a Cake Cutting Ceremony? YES NO

Song Choice: “ _____ ”

Time of Cake Cutting:
(Check One) After main course
 Other _____

Number of courses: _____

Will your meal be: SERVED / STATIONS / BUFFETT

Will the Bride dance with her Father? YES NO

Song Choice: “ _____ ”

Will the Groom dance with his Mother? YES NO

Song Choice: “ _____ ”

Please submit your parent/child dances song link, or e-mail the actual song files to your event coordinator. We would love to ensure that you have the correct version of your important moments!

Announce that centerpieces are to be given away? YES NO

Throwing of the Bouquet? YES NO

Song Choice: “ _____ ”

Throwing of the Garter? YES NO

Song Choice: “ _____ ”

Will there be a last dance? YES NO

Song Choice: “ _____ ”

Method of last dance:

(Check One)

Announce last song, everyone invited to dance

Circle around Bride and Groom

Circle then eventually invite everyone to join

Circle for last dance then one more song for everyone

Will Siagel Productions be providing music for your ceremony? YES NO

Pre-Ceremony Music (circle):

Classical

Jazz

Religious

Instrumental

Contemporary

Wedding Party Processional Song Choice: “ _____ ”

Bridal Processional Song Choice: “ _____ ”

Recessional Song Choice: “ _____ ”

Reception Notes:

How many guests will you be having and what are their age ranges?

Are there any special requests or announcements?

Please list 10 songs that the DJ MUST play: (DJ will prepare and play all songs listed)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please list 20 songs that you would like to DJ to play: (DJ will use his discretion for which songs from the list he will and will not play)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please list any songs that you would NOT like the DJ to play:

****If you have a timeline already created with your venue please attach it to this questionnaire. This will help to assure we are all on the same page from the start!**