



Siagel Production's
Wedding Reception Questionnaire

Wedding Date: ____ / ____ / ____

Spouse #1 Name: _____

Spouse #2 Name: _____

Time of Ceremony: _____ Location: _____

Time of Reception: _____ Location: _____

Name of Hostess or Maitre D': _____

Name and Phone for Photographer: _____

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 as needed)

Parents Song Choice: _____

Parents of Spouse #1: _____

Parents of Spouse #2: _____

Wedding Party Song Choice: _____

<u>Attendants</u>	<u>escorted by:</u>	<u>Attendants</u>
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____

Flower Girl(s): _____

Ring Bearer: _____

Maid/Matron of Honor: _____

Best Man: _____

How will the couple 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:
(Check One)

After Introductions
Between Meal Courses
After Cake Cutting Ceremony
After Meal
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 couple dance with their Parents? YES NO

Song Choices: _____

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

How? _____

Throwing of the Bouquet/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 the couple
- Circle then eventually invite everyone to join
- Circle for last dance then one more song for everyone

Are there any special requests or announcements?

Please list 10 songs that the DJ MUST play:

Please list 10 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!**