

# Hippydog Music

## Wedding Reception Planner

Version 6.2

Hippydog Music  
19 Mohawk Cres.  
Leduc, AB  
T9E-4G6

Ph#: (780) 951-2885  
Email: [hippydog@yahoo.com](mailto:hippydog@yahoo.com)

Please complete as much of this form as you can,

**\*\*Important: take a photocopy for yourself, and then return to the above address at least three weeks before the wedding. \*\***

**\*\*Important: Music can take from 2 to 4 weeks to order. If the planner(s) are late you may have to choose alternate songs (or provide the CD)**

Please print clearly and include all information that is applicable (we recommend using pencil as you may find that some details need to be modified). Please complete all sections. If something listed below is not applicable, designate by writing "N/A" in that space. Also, please add any pertinent details that we will need to know.

*(place an X checkmark in box  if question is relevant to you)*

*Leave blank or ~~cross-out~~ the question if it does not pertain to you.*

## Section: Contact Details

Name (primary contact person): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Home Phone:(    )

Work Phone:(    )

Fax:(    )

Email :

Ceremony Date: \_\_\_\_\_ Time: \_\_\_\_\_

Ceremony Location/Address/Phone: \_\_\_\_\_

Reception Date: \_\_\_\_\_

Cocktails start time: \_\_\_\_\_.

Dinner start time: \_\_\_\_\_.

Speeches start time: \_\_\_\_\_.

Reception Address: \_\_\_\_\_

Reception Hall Name: \_\_\_\_\_.

Directions: \_\_\_\_\_

Will the DJ play music for the wedding ceremony?

(if checked, this reception planner should also include a DJ Wedding planner)

Will there be an Emcee?

Name: \_\_\_\_\_

*Note: Please have the M.C. contact us for any special circumstances; like a video being played, singing group, special songs, etc.*

*\*Note: Hippydog Music has access to special items like a cassette player, extension cords, specialty audio connectors and cords. **BUT** we do not bring them to every dance. If there is any special circumstance that might be out of the ordinary please advise us.*

Wedding Planner \_\_\_\_\_ Phone: \_\_\_\_\_

Photographer \_\_\_\_\_ Phone: \_\_\_\_\_

(scheduled time to leave) \_\_\_\_\_

Videographer \_\_\_\_\_ Phone: \_\_\_\_\_

(scheduled time to leave) \_\_\_\_\_

Number of People Attending: \_\_\_\_\_ Predominant Age Range: \_\_\_\_\_

## Section: Music

General type of Music that you would like at the reception: \_\_\_\_\_

Censorship of Music: [ Minor / Medium / Major ]

Favorite Songs or Artists that YOU would like to DANCE too..

(if there are any songs you DO NOT want played, please make special note of that also IE: put D.N.P. next to song)

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_,

**First Dance.** *There are many different ways to have your first dance..*

*Traditionally and most common is.: Bride & Groom first, then on the second song the bridal party enter, and on the third song the parents join in.*

*A close second in popularity is on the second song both the bridal party and the parents join in.*

*[Note: Slow songs always work best.]*

First Song : For : Bride and Groom

Artist: \_\_\_\_\_ Title \_\_\_\_\_

How do you (the B&G) want to be introduced? (for the first song and possible Grand Entrance)

Announce as \_\_\_\_\_.

second Song : For : Parents (optional)

Artist: \_\_\_\_\_ Title \_\_\_\_\_

Third Song : For : Bridal Party

Artist: \_\_\_\_\_ Title \_\_\_\_\_

Fourth Song : For : Guests

Artist: \_\_\_\_\_ Title Unchained Melody\_\_\_\_\_

**Optional:**

Misc Song : For : Father/Daughter Dance (optional) When to play song:\_\_\_\_\_

Artist: \_\_\_\_\_ Title \_\_\_\_\_

Misc Song : For : Mother/Son Dance (optional) When to play song:\_\_\_\_\_

Artist: \_\_\_\_\_ Title \_\_\_\_\_

# Section: MC Duties

Describe the type of Atmosphere that you would like at the reception: (*party/interactive, formal, easy-going, etc*) \_\_\_\_\_

Note: Please do not write "party/interactive" in the above space and then circle "no" to more than 50% of the Interactive Ideas... This confuses your DJ.

**Bride and Groom** expected to arrive at the reception at what time? \_\_\_\_\_

Grand Entrance [**Yes(Entire Wedding Party) / Yes(Just B&G) / No**]

**Names:** (Please include phonetic spelling in addition to the correct spelling if possible)

Bride's Name: \_\_\_\_\_

Groom's Name: \_\_\_\_\_

Bridesmaid 1:	, Groomsmen 1 :
Bridesmaid 2:	, Groomsmen 2 :
Bridesmaid 3:	, Groomsmen 3 :
Bridesmaid 4:	, Groomsmen 4 :
Bridesmaid 5:	, Groomsmen 5 :
Bridesmaid 6:	, Groomsmen 6 :
Bridesmaid 7:	, Groomsmen 7 :

Parent 1 (bride's)	, Parent 1 (groom):
Parent 2 (bride's)	, Parent 2 (groom):
Parent ? (bride's)	, Parent ? (groom):
Misc. 1 :	, Misc. 2 :
Misc. 3 :	, Misc. 4 :
Misc. 5 :	, Misc. 6 :

How do you want to be introduced? (for the first song and possible Grand Entrance)

Announce as \_\_\_\_\_.

Would you like the DJ to announce the BRIDE and GROOM upon entrance to the Hall?

Grand Entrance Song. \_\_\_\_\_.

[Yes / No ] Also announce Bridal Party?

[Yes / No] Is their someone that can coordinate with the DJ on the grand Entrance?

name: \_\_\_\_\_

- When introduced, Bride and Groom will:  go into their first dance;  go to form a receiving line;  be seated.  Mingle with Guests
- Will food be served/available to the guests? (Is there a supper)  Yes;  No  
 Format:  buffet;  plated meal;  hors d'oeuvres only;  food stations (Country Style);  Other:  
 If Buffet is checked: Would you like the **Wild Buffet** (DJ) or **Mild Buffet** (MC will handle order of tables)...  
**Mild or Wild Buffet [Yes / No ]**
- Preference for dinner music:  smooth jazz;  easy listening  soft vocals;  big band;  classical;  
 **No preference (what ever works best):**

clinking of Glasses replacement: Trivia For A Kiss, or Putt for A Kiss [Yes / No]

Are you using Disposable camera's? Yes / No

Are you doing a centerpiece Giveaway? Yes / No

Toast time: \_\_\_\_\_.

## Toasts

Toast to the Groomsmen: \_\_\_\_\_

Toast to the Bridesmaids: \_\_\_\_\_

Toast to the Groom: (traditionally the Best Man): \_\_\_\_\_

Toast to the Bride: (traditionally the Maid of honor): \_\_\_\_\_

Toast: Welcome the Bride to the family AND/OR Toast by the Grooms Parent(s): \_\_\_\_\_

Toast: Welcome the Groom to the family AND/OR Toast by the Brides Parent(s): \_\_\_\_\_

Toast: Misc: \_\_\_\_\_

Toast: Misc: \_\_\_\_\_

Open Mic ??: \_\_\_\_\_

Thank You From Bride & Groom. \_\_\_\_\_

Cake Cutting time \_\_\_\_\_ After Toasts?

Video or Slideshow Presentation: \_\_\_\_\_

\*note: Video or pictures need to be sent to us at least a week before the reception date.\*

### Him N Her Game [Yes / No]

Start Dance \_\_\_\_\_ after break, and after cake cutting?

Special Dance or Family Tradition? \_\_\_\_\_

late lunch, time: \_\_\_\_\_.

Bouquet Toss time \_\_\_\_\_ After Late Lunch?

Garter Removal & Toss

Instead of Garter & Bouquet do the "Anniversary Dance"

Special music choice for Garter. \_\_\_\_\_

Special music choice for Bouquet. \_\_\_\_\_.

### I Knew the Bride/Sharp Dressed Man [Yes / No]

### Bingo Dance (Snow Ball Dance) [Yes / No ]

Bride and Groom expected to leave the reception at what time? \_\_\_\_\_.

### Circle of Love [Yes / No]

Other? :

## Section : Misc.

\*Note: These last pages do not have to be returned unless you write on them.

Notes or Suggestions:

---

---

---

---

---

---

---

---

---

---



## **Trivia For A Kiss, or Putt for A Kiss**

Many couples want an alternative to the “clinking of the glasses”, the two best ideas I have seen I now like to provide upon request. The Putt For A Kiss is very simple and great for the shy families, Trivia for a kiss is more complicated but allows a ‘personalized’ game (the guests learn something and you can control how many times you have to kiss)

How It Works: Putt for a Kiss: upon request I bring a portable putting green, golf balls and a putter. Anytime someone wants the Bride & Groom to kiss, they must get up and get a hole-in-one. How many tries you want to give them is up to you.

Trivia For A Kiss: I send a list of trivia questions to you (where was your first date, what was the brides first car, etc etc). you then fill out the answers, you take the other copy of the questions and cut them up in strips. The questions are then put in a bowl or inserted in balloons. To get the B&G to kiss they have to answer one of the question correctly.

## **Him N Her Game**

This game is great for the receptions where not all the guests like to dance..  
(IE, this game can take from 15 to 45 minutes to run)

How it Works: during cocktail hour I hand out sheets of paper to all the married couples asking the guests to write their name, how many years married, and a few lines of marriage advice for the newly married couple.

I then use these sheets later to pick the participants.

The participants compete against the B&G in answering the questions, the answers are either “him” or “her”, the couple gets a point if they match their answers.

For example, Q: Who uses the Remote the most in the relationship? If both answer the same, (IE “him”), then they get a point.

## **Bingo Dance (Snow Ball Dance)**

If I’m having trouble getting people dancing, the bingo dance is a great way to get people over their initial shyness

How it Works: I start by bringing the B&G to the middle of the dance floor, I then explain the rules; every time I stop the music and say bingo, whoever is already on the floor must go find someone sitting down and bring them up to the dance floor.

## **I Knew the Bride/Sharp Dressed Man**

I started doing this over 11 years ago when I realized after the ‘late lunch’ and ‘Garter and Bouquet’ Break, It was sometimes tough to get the dancing going again, (and many people would take this a cue to leave).

By doing the “I knew the bride/Sharp Dressed Man” Routine, the mood level is immediately brought back up and there is a definite “showing” that the fun isn’t over!

How it Works: I organize it so that the bride dances with about 6 to 8 guys, we then bring the groom up and we do the same thing  
But with a circle of lady’s

## **Circle of Love**

This is the last ‘interactive’ thing I do.

I simply ask everyone to get up on the dance floor and make a circle around the B&G.

I then play a slow song. It’s a great way for everyone to give their last congratulations before everyone leaves.. (the night ends on a high note!)

## **Anniversary Dance.**

Some receptions do not have enough ‘single’ people to warrant a garter or bouquet toss.. Instead we can ask all the married couples to the floor and the Bride can give her Bouquet to the couple who has been married the longest.. (we then play a ballad for the couples to dance too.)