

Xen Live Wedding Production Worksheet



Name of Couple:		
Date of Event:		Time of Event:
Primary Contact:	Relationship:	Contact #:
Brides Cell:	Grooms Cell:	

TIMELINE

(please fill out or the have the wedding coordinator/planner send in separate document or email)

Event	Time	Remarks/Location
Ceremony Seating		
Ceremony		
Cocktail Hour		
Reception/Introductions		
Dinner		
Type event here: speeches, toasts, bouquet etc)		
Type event here: speeches, toasts, bouquet etc)		
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Type event here: speeches, toasts, bouquet etc)		
Send Off/Last Song		

CEREMONY LOCATION:

Event	Song	Artist
Processional		
Recessional		
Special Request #1		
Special Request #2		

COCKTAIL HOUR LOCATION:Music Required? **RECEPTION LOCATION:**

Event	Song	Artist
Bridal Party Entrance		
Bride & Groom Entrance		
First Dance		
Father/Daughter Dance		
Mother/Son Dance		
Cake Cutting		
Garter Toss		
Bouquet Toss		
Other		
Other		

REQUESTED SONGS

Song/Artist

Song/Artist

ARTISTS WE GENERALLY LIKE AND WOULD LIKE TO HEAR:

DO NOT PLAY SONGS OR ARTISTS WE DISLIKE:

Do you want the DJ to take requests? _____ (Yes or No)

Please circle or highlight the genres you would like to hear:

- POP OLDIES (50's and 60's) CLASSIC ROCK (60's and 70's) 70's 80's
- COUNTRY RAP R&B HEAVY METAL CLASSICAL
- LATIN FOLK JAZZ ALT ROCK BIG BAND
- CHRISTIAN DISCO REGGAE EDM CHILL

BRIDAL PARTY ANNOUNCEMENTS

(in order of introductions)

Role (Best Man, MoH, Father of the Bride, etc)	Name	Name

Maid of Honor		
Best Man		
Bride & Groom	Mr. & Mrs	

