



General

Planner

TYPE OF EVENT: _____

GUEST OF HONOR/S: _____

CORPORATION EVENT NAME: _____

PHONE NUMBER: _____ CONTACT NAME: _____

DATE OF AFFAIR: _____ TIME: _____

HALL/ROOM: _____

IS IT A SURPRISE?: _____

WILL SOMEONE BE GIVING A TOAST? _____ RELATION TO GUEST? _____

WILL THERE BE A FIRST DANCE? _____ RELATION TO GUEST? _____

SONG CHOICE: _____

WILL THERE BE ANY OTHER SPECIAL DANCES?

MUSIC OR SONG SELECTION TO BE PLAYED:

MUSIC OR SONG SELECTION NOT TO BE PLAYED:

PLEASE LET US KNOW WHAT YOUR THEME OR COLOR SCHEME IS SO THAT WE CAN MATCH ALL DESIGNS AND GRAPHICS PERFECTLY TO YOUR EVENT! (*EX- UNDER THE SEA THEME – BLUE, TEAL AND PURPLE COLORS*)

- IF YOU HAVE A SPECIFIC LOGO YOU WOULD LIKE TO USE FOR YOUR PARTY, PLEASE E-MAIL BRIANNA@E2DJ.COM -

FOR EVERY 50 PHOTOS PLEASE PROVIDE A SONG OR LET US CHOOSE!

50 PHOTOS - SONG _____ 50+PHOTOS - SONG _____

ONLY AVAILABLE IF YOU HAVE A PLASMA RENTAL OR HALL PLUG-IN

DO YOU HAVE ANY OTHER PROFESSIONALS/ENTERTAINERS/PERFORMERS?

IF SO, WHAT TIME? _____

SPECIAL SONG FOR CAKE/DESSERT? _____

ANY OTHER INFORMATION TO MAKE THE PARTY RUN SMOOTHLY. ANY ANNOUNCEMENTS OR UPCOMING EVENTS, BIRTHDAYS, NEW BORNs, ANNIVERSARIES, PLEASE LET US KNOW.