

**WEDDING RECEPTION AGENDA**

**Please Return At Least 6 Weeks Prior to Your Date**

Please provide any additional information that will be helpful to the band to ensure your event is one you will never forget.

**Wedding Date:** \_\_\_\_\_ **Band:** \_\_\_\_\_

**Bride:** \_\_\_\_\_ **Groom:** \_\_\_\_\_

**Time & Place of Ceremony:** \_\_\_\_\_

**Time & Place of Reception:** \_\_\_\_\_

**Banquet or Caterer Manager** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**Approximate Number of Guests:** \_\_\_\_\_ **Would You like the Band to Begin Playing**  
**When Guest Start Arriving?** \_\_\_\_\_ **Approx. Time:** \_\_\_\_\_

**Please check the following traditions that you will observe:**

**Introduction of the wedding party:** \_\_\_\_\_ **Cutting of the cake:** \_\_\_\_\_

**Bouquet Toss:** \_\_\_\_\_ **Garter Toss:** \_\_\_\_\_ **Bride & Groom Departure:** \_\_\_\_\_

**If you would like the wedding party announced, please provide a typed list in order of appearance.**

**Please choose from the Bands Song list or provide a CD to be played for the following. Indicate who will be dancing the 2<sup>nd</sup> & 3<sup>rd</sup> Dances (i.e. father/daughter or mother/son)**

**1<sup>st</sup> Dance (Bride & Groom)** \_\_\_\_\_

**2<sup>nd</sup> Dance:** \_\_\_\_\_

**3<sup>rd</sup> Dance:** \_\_\_\_\_

**Wedding Coordinator:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**After the Wedding: Mr. & Mrs.** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Additional Comments or Special Requests:** \_\_\_\_\_

\_\_\_\_\_

**Remember, we are just a phone call away! Call Anytime!**  
**The Willis Blume Agency - 1972-2008**  
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