

PROCEDURE CHECK LIST

_____ INTRODUCTION OF BRIDE & GROOM (PLEASE SPECIFY - SEE OTHER SIDE)

_____ RECEIVING LINE: (CIRCLE YES OR NO - USUALLY DONE AT THE CHURCH)

_____ COCKTAIL MUSIC (CIRCLE LIVE OR CD'S)

_____ ENTRANCE SONG: THIS IS THE SONG OR SONGS THAT WILL BE USED TO ANNOUNCE THE BRIDAL PARTY INTO THE RECEPTION HALL.

_____ DINNER (PLEASE CIRCLE: BUFFET, SIT DOWN, HOR D'OEURVES)

_____ GRACE BEFORE MEALS IS ALWAYS APPROPRIATE AT A WEDDING.

_____ TOAST: (USUALLY PERFORMED BY THE BEST MAN, BUT CAN ALSO BE PERFORMED BY THE MAID / MATRON OF HONOR, OR THE BRIDE / GROOM'S FATHER.

_____ LIST ALL FORMAL DANCES ON THE SPECIAL MUSIC REQUEST SHEET.

_____ A PARTNER EXCHANGE CAN BE PERFORMED DURING THE FORMAL DANCING (PLEASE INDICATE WHO WILL BE DANCING WITH WHOM.)

_____ CAKE CUTTING: (PLEASE CIRCLE: FORMAL OR INFORMAL) (ALSO PLEASE INDICATE WHETHER OR NOT YOU WOULD LIKE A SPECIAL SONG PLAYED AND IF THERE WILL BE AN ADDITIONAL TOAST OR DANCE AT THIS TIME.)

_____ BOUQUET OF FLOWERS AND GARTER TOSS: (CIRCLE YES OR NO) WILL THERE BE A PLACING OF THE GARTER ON THE LEG OF THE PERSON CATCHING THE BOUQUET OF FLOWERS? (CIRCLE YES OR NO) WHAT IF THE PARTICIPATES ARE MINORS? (CIRCLE YES OR NO) WOULD YOU LIKE AN AGE RESTRICTION? (CIRCLE YES OR NO)

_____ DOLLAR DANCE: THIS IS THE DANCE WHERE ALL YOUR GUESTS GET TO DANCE WITH THE BRIDE & GROOM BY DONATING A \$1.00 OR MORE TOWARD THE HONEYMOON FUND OR THE PURCHASE OF THE FIRST CRIB. SLOW SONGS ARE USUALLY PLAYED. THIS DANCE CAN LAST AS LONG AS 25 MINUTES. THE MAID / MATRON OF HONOR USUALLY COLLECTS THE MONEY.

_____ BRIDE & GROOM'S FAREWELL DANCE SONG:

_____ PLEASE LIST ANY ANNOUCEMENTS OF BIRTHDAYS, ANNIVERSARIES OR OTHER REQUESTS AND DEDICATIONS: