

WEDDING PLANNING · PART 1 OF 2

Wedding Ceremony Music Planner

Fill in what you know and leave the rest blank – we will finish it together at your planning meeting. Please return this form at least 30 days before your wedding.

1. The Couple & Wedding

PARTNER 1 NAME	PARTNER 1 PHONE	PARTNER 2 NAME	PARTNER 2 PHONE
WEDDING DATE	CEREMONY START	CEREMONY END	EMAIL
CEREMONY LOCATION & ADDRESS			

2. Key Contacts

WEDDING PLANNER / COORDINATOR	PHONE
OFFICIANT	PHONE

3. Ceremony Timeline

GUEST SEATING MUSIC BEGINS	PROCESSIONAL	CEREMONY BEGINS	RECESSIONAL

4. Ceremony Music

A. PRELUDE – MUSIC AS GUESTS ARRIVE

1. SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)
2. SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)
3. SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)

B. PROCESSIONAL – WEDDING PARTY ENTRANCE

1. SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)
2. SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)

C. COUPLE'S ENTRANCE / BRIDE'S ENTRANCE

SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)

D. SPECIAL MOMENT – UNITY CANDLE, SAND CEREMONY, ETC.

SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)

E. RECESSIONAL – COUPLE'S EXIT

SONG TITLE	ARTIST	NOTES (CUE, VERSION, START POINT)

5. Sound & Equipment

- | | |
|---|--|
| ☐ Microphone for officiant | ☐ Microphone for readers / vows |
| ☐ Lavalier (clip-on) mic | ☐ Live musicians to plug in |

POWER AVAILABLE AT CEREMONY SITE?	INDOOR / OUTDOOR & BACKUP PLAN

6. After the Ceremony

COCKTAIL HOUR MUSIC STYLE	RECEPTION START TIME

SPECIAL ANNOUNCEMENTS OR OTHER NOTES