



Wedding Reception Format:

- **One Month Prior to Event:** (*One Hour or As Needed*)

Preliminary meeting with the Bride and Groom to go over the reception itinerary, music requests, pronunciation of wedding party etc if an intro is to be made, site and logistics information that can assist RetroDJtoGo with your event.

- **On The Reception Day:**

DJ to set up at least two hours prior to reception – This depends on the package you select, if we bring the full “intelligent lighting” package then more time may be needed.

- **As The Reception Starts:**

- Play background music as the guests enter facility. (*One Hour or As Needed*)

NOTE: This can be up to the Bride and Groom as to the type, but we suggest some light dinner music that will keep your guests entertained without being too loud. Your guests can mingle, drink and enjoy hors d'oeuvres if provided.

- Greet the Bride and Groom at the entrance to the reception, line up the wedding party.
- Introduce the wedding party and then the Bride and Groom
- Introduce the start of the buffet line if applicable. Bride and Groom, Wedding Party and family go first.
- Check in with Bride and Groom as dinner goes on.
- At the appropriate time introduce the First Dance with Bride and Groom

NOTE: This is key to the start of the dancing part of the evening, the DJ will clear the dance floor, make the announcement several minutes in advance so that the Bride and Groom can get ready (Bustle the dress etc as needed) . When it is time the first dance starts and the DJ can gauge the length that the song should play based on the Bride and Groom’s signals etc. When ready, the DJ will move into the next dance.

- Introduce the Father-Daughter Dance, then Son-Mother Dance and Wedding Party Dance if desired.

NOTE: If Dad is not a big “dancer” then this song can go just a minute or two in order to get the effect and for pictures and your memories, then bring in the Groom and Mom, again, if not huge “dancers” then these songs can run short but long enough to let the photographer do their job. Once the specialty dances are complete then we continue with everyone dancing.

- Mix of music to follow with the objective of packing the dance floor and playing requests from the Bride and Groom.
- At appropriate time, announce and run the cutting of the cake and Toast.

NOTE: Here the DJ will give everyone plenty of time and warning for the guests to fill their glasses in preparation for the toast. The DJ will also speak to the Best Man prior to make sure he is ready. The DJ will also speak with the Maid of Honor. If there is a “house party” to serve the cake we will also speak with them so that once you cut the cake, everything runs smoothly. After the cake is cut then the Best Man does his speech followed by the Maid of Honor and anyone else that would like to say a few words. After that, its back to the dance floor !

- Towards the end of the evening announce and run the garter and bouquet toss.

NOTE: The DJ will set everything up for you. Getting all the “single guys” together and then the “single ladies” together respectively for the Garter and Bouquet toss. Not forgetting to make sure the photographer gets their shots for your wedding album.

- Set up the leaving party and introduce the Bride and Groom out to the awaiting car/limo etc.

Any other changes or additions are welcome. This is a very basic format for wedding receptions and we will tailor to your needs. The DJ will act much like a wedding coordinator, BUT not get in the way.

Summary:

We work with your photographer, wedding coordinator, and venue to organize every aspect of the evening’s activities. RetroDJtoGo does a tremendous amount of work at a wedding reception, more so than any other event we do. This is also one of the most important days in a couples life and studies have proven that when looking back at the items or expenses of a wedding, that couples wish they had spent more money getting a “top quality” DJ rather than “cutting costs” for the DJ. The job of the DJ is more than just playing music. Running a smooth program is the key to getting top quality pictures and it ensures you don’t have to worry about what comes next. This gives you the chance to enjoy your very special day.