

# **Schnappsband Reception Planner**

19 Ashby St, Cincinnati, Ohio 45218

Date of event: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Hall Name: \_\_\_\_\_

Hall Address: \_\_\_\_\_

*Note that the band will arrive at the reception hall 1 ½ hours prior to start time of your event. It would be extremely helpful to provide the hall contact person name & telephone number to arrange access to the hall & co-ordinate services.*

Contact Name: \_\_\_\_\_ Phone number: \_\_\_\_\_

## **\*\*\*The Reception\*\*\***

Prior to the Wedding Party Arrival:

- *Style of Music Preferred (please enter percent % to equal 100%:*  
\_\_\_\_ Polka    \_\_\_\_ Waltz    \_\_\_\_ Pop    \_\_\_\_ Classic Rock    \_\_\_\_ Swing    \_\_\_\_ Big Band
- *Special Announcements:*

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The Arrival:

- *Person Responsible for Band Notification:* \_\_\_\_\_
- *Entrance Theme/Music:* \_\_\_\_\_
- *Announcing the Wedding Party & Bride and Groom*

Ring Bearer: \_\_\_\_\_ Flower Girl: \_\_\_\_\_

Groomsmen: \_\_\_\_\_ Bridesmaid: \_\_\_\_\_

Groomsmen: \_\_\_\_\_ Bridesmaid: \_\_\_\_\_

Groomsmen: \_\_\_\_\_ Bridesmaid: \_\_\_\_\_

Groomsmen: \_\_\_\_\_ Bridesmaid: \_\_\_\_\_

Groomsmen: \_\_\_\_\_ Bridesmaid: \_\_\_\_\_

Groomsmen: \_\_\_\_\_ Bridesmaid: \_\_\_\_\_

Best Man: \_\_\_\_\_ Maid of Honor: \_\_\_\_\_

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

*\*\*\*Please list the Wedding party in the order that they should be announced\*\*\**



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*The following information, although not required, is also very helpful:*

Songs Desired: *(Or attach list)*

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Songs NOT Desired:

_____	_____
_____	_____

Other Helpful Information:

Brides Parents:      *Mothers Name* \_\_\_\_\_

*Fathers Name* \_\_\_\_\_

Grooms Parents:      *Mothers Name* \_\_\_\_\_

*Fathers Name* \_\_\_\_\_

Photographers Name: \_\_\_\_\_

*Ph. #* \_\_\_\_\_