



Event Planner Form

Client Name(s): _____

Group / Organization / Type of Event: _____

Date Of Event: _____ Setup Time: _____ Start Time: _____ End Time: _____

Location Name: _____

Address: _____

Phone Numbers: _____

Music Types / Eras Required:

- Big Band / Swing
- Vocal Jazz (Classics/Sinatra)
- Jazz (Instrumental)
- 60's Rock
- 70's Rock
- 80's Rock
- Love Songs
- 80's New Wave
- 90's Dance
- New Top 40
- Hip Hop / Rap (Lyrics?)
- Reggae
- Rhythm & Blues
- Alternative Rock
- Adult Contemporary
- Ska / Dance Hall
- Latin / Salsa / Tango
- Electronica / Dance
- Disco
- Old Country
- New Country
- Christian Music
- Easy Listening / Lounge
- Holiday Music
- Other

Specific songs or artists you DO want played (attach list if necessary):

Specific songs or artists you DO NOT want played:

Give us an idea of what you'll be expecting musically. What eras of music, what types, etc. What energy level are you expecting from your DJ? Is there a certain flow you'd like to hear? Is there a timeline of events we should follow? Do you prefer originals or remixes?

Are there any special activities planned that we should know about...a toast, birthday surprise, special dance, roast, or additional performers? The more we know, the better prepared we can be to do a good job for you.

Will there be awards, door prizes, drawings? If so, would you like our help to host these events?

DJ Attire: Casual Biz Casual Shirt/Tie/Slacks Suit Formal (tux) Other

Colors:

Do you have any other thoughts you'd like to convey or questions? Feel free to write them below or contact me anytime!