

Ceremony Planner for _____

Date: _____ Location: _____ Start time: _____

What are the song choices for seating of guests?

Recommend 15 minutes outdoors/up to 30 indoors prior

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Seating of family song

- _____

Bridesmaid's song

- _____

Bride Processional

- _____

Candle-Sand-or event with-in ceremony song (if any)

- _____

Recessional

- _____

Song following recessional (if any)

- _____

Possible considerations:

- Indoors or outdoors, bottled water available for all. (Brides/grooms/party should hydrate before ceremony)
- Outdoors access to umbrella's, blankets, nearby shelter.
- Arrangement for elderly or disabled guests easy access to ceremony location indoors or outside.
- Arrange photos afterwards, all needed guests remain close to the official photographer (don't stray).
- Tissues and or handy wipes should be at hand
- Detergent pen, sewing kit, pins, scissors and duck tape is a good idea

Live music / sound needs:

Check all that apply

Instrument pick-up (musician provided)

Type instrument and number:

Live vocalist: _____

Music choice _____

Microphone & Stand

Ceremony

Microphone & stand between all three
(Best sound for all to be heard equally)

Officiator wireless only
(Officiate will be heard plainly both bride and groom softly)

Readers
(Microphone & stand offset of center for readings/same as vocalist mic)

Please **diagram** your **special set-up** needs or desires on separate page (note here and attach to this form)

Special needs:

