



## SPECIAL ANNOUNCEMENTS/ARRANGEMENTS AND MUSIC REQUEST FORM

Guest(s) of Honor/Company: \_\_\_\_\_

Surprise: \_\_\_\_\_  
Not Surprise: \_\_\_\_\_

**Type of Event**

Anniversary: \_\_\_\_\_ Baptism: \_\_\_\_\_ Birthday: \_\_\_\_\_  
Block Party: \_\_\_\_\_ Christening: \_\_\_\_\_  
Class Reunion: \_\_\_\_\_ Confirmation Party: \_\_\_\_\_  
Corporate/Awards Ceremony/Banquet: \_\_\_\_\_  
Dinner Dance: \_\_\_\_\_ 1<sup>st</sup> Holy Communion: \_\_\_\_\_  
Graduation Party: \_\_\_\_\_ Holiday/Christmas Party: \_\_\_\_\_  
Karaoke Party: \_\_\_\_\_ Picnic: \_\_\_\_\_  
School Dance/Prom/Formal: \_\_\_\_\_ Sweet 16: \_\_\_\_\_  
Other: \_\_\_\_\_

Party Date: \_\_\_\_\_ Performance Time: \_\_\_\_\_

Location: \_\_\_\_\_

### **Phone Number(s) for Contact Person**

Home: \_\_\_\_\_ Office: \_\_\_\_\_

Cellular Phone: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-mail: \_\_\_\_\_

Alternate Contact Person/Phone/E-mail: \_\_\_\_\_  
\_\_\_\_\_

**PLEASE INDICATE ANY ADDITIONAL INFORMATION  
OR NOTES PERTAINING TO YOUR UPCOMING PARTY EVENT.**

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## MUSIC REQUESTS

PLEASE INDICATE REQUESTED ARTISTS, STYLES/GENRES OF MUSIC, AND ANY OTHER INFORMATION THAT WOULD REFLECT THE MUSICAL PREFERENCE OF YOUR GUESTS, FRIENDS AND FAMILY IN ATTENDANCE.

THE FOLLOWING FORMS MUST BE SUBMITTED TO OUR OFFICE AT LEAST **2 WEEKS** PRIOR TO YOUR PARTY DATE FOR THE DJ TO HONOR THE FOLLOWING REQUESTS. THANK YOU IN ADVANCE!

### LIKES

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2.

3.

4.

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6.

7.

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9.

10.

### DISLIKES

1.

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### ONLY IF (REQUESTED BY GUESTS)

1.

2.

3.

4.

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10.

Balance Due: \_\_\_\_\_ Overtime/Hour: \_\_\_\_\_