

Reception Planner

This planner is to aid you in the preparation of your Quinceañera reception. Please print the Planner and fill in the blanks. If you have questions about song choices please visit my Web Site. (Click on client area, enter your password, click on music list)

DATE OF RECEPTION _____

TIME OF GUEST ARRIVAL _____

APPROX. NUMBER OF GUEST _____

CHURCH START TIME _____

COURT OF HONOR INTRODUCTIONS:

USHER _____

USHER _____

CHAMBELANS

DAMAS

_____ **AND** _____

_____ **AND** _____

_____ **AND** _____

_____ **AND** _____

_____ **AND** _____

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_____ **AND** _____

_____ **AND** _____

_____ **AND** _____

_____ **AND** _____

ESCORT _____

LA QUINCEANERA _____

TIME DINNER IS TO BE SERVED _____ Buffet ____ Served ____

WILL ANYONE BE SAYING GRACE? YES _____ NO _____

NAME OF PERSON _____

PHOTOGRAPHER'S NAME _____

VIDEOGRAPHER'S NAME _____

CATERER'S NAME _____

TOAST: BEFORE / DURING / AFTER DINNER

The parents usually do this as the dinner ends. The toast will be announced several minutes before it happens so that everyone will be prepared with a full glass. Please circle your choice times above.

CUTTING OF THE CAKE:

This takes place after dinner. We will make the announcement for the cake cutting to ensure the gathering of supporters who wish to take pictures and witness this event. This like all other events will not be announced until everyone is ready.

CHANGING OF THE SHOES: YES ____ NO ____ PRESENTATION OF THE DOLL: YES ____ NO ____

TRADITIONAL DANCES PLEASE FILL IN THE FOLLOWING.

MARCH / INTRODUCTION MUSIC: _____

FATHER / DAUGHTER DANCE: YES ____ NO ____ FATHER'S NAME: _____

_____ **MUSIC:** _____

COURT OF HONOR DANCE: YES ____ NO ____ MUSIC: _____

MONEY DANCE: YES ____ NO ____ MUSIC: _____

LAST SONG: _____

LET'S DANCE !!

After the specialty dances, we invite your guest to join you on the dance floor for a fun night of dancing. In the beginning of the dance, I start off conservative playing oldie favorites to get everyone involved. As the night goes on the music usually becomes more up to date. We will choose the songs we play based on what your guest most enjoy and the feed back you have given to us.

SPECIAL ANNOUNCEMENTS: _____

**PLEASE FILL THIS OUT AND RETURN IT WITHIN 2 WEEKS OF YOUR RECEPTION
IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CONTACT ME ANYTIME.**

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