



**GERARD
CARELLI
ORCHESTRA**

52 PARK AVENUE

BEDFORD HILLS

NEW YORK 10507

EVENT CHECKLIST

As your event approaches, please take the time to supply us with the following information. Don't stress. As much as you can tell us will leave less to chance. Please return this to us **AT LEAST ONE MONTH PRIOR TO YOUR DATE** so we can honor special requests. .

NAME _____

DATE _____ VENUE _____

VENUE CONTACT Name/Number _____

CAPTAIN OR M'AITRE D _____

CEREMONY (if applicable)

ROOM/FLOOR _____ TIME _____

PIANO AVAILABLE? Yes ____ No ____

MUSIC (for the bridal party) _____

MUSIC (for the bride) _____

OTHER _____

MUSIC (for the recessional) _____

COCKTAILS (if applicable)

ROOM/FLOOR _____ TIME _____

PIANO AVAILABLE? Yes ____ No ____

MUSIC (Requests) _____

RECEPTION/DINNER

ROOM/FLOOR _____ TIME _____

OTHER _____

INTRODUCTIONS (if applicable)

BRIDAL PARTY (List persons/couples as they will be introduced). Typically the order is grandparents, parents, bridesmaids & ushers, flower girl & ring barer and maid of honor & best man. Use a separate page and provide phonetic spelling if necessary.

BRIDE & GROOM (How would you like to be introduced?)

(914) 242-0540

www.CarelliCollective.com



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SPECIAL REQUESTS

FIRST DANCE

1ST DANCE REQUEST _____

GUESTS TO JOIN IN? Yes ___ No ___

SECOND DANCE (If applicable)

BLESSING (If so, by whom?) _____

TOAST(S) (If so, by whom?) 1ST _____

2ND _____

OTHERS _____

SPECIAL DANCES

Bride with _____ Song

Groom with _____ Song

CAKE CUTTING BOUQUET TOSS GARTER TOSS

Yes ___ No ___ Yes ___ No ___ Yes ___ No ___

SPECIAL REQUESTS You don't have to choose every song. A few "all-time" favorites will give the bandleader plenty to go on while "reading the crowd. Feel free to list pet peeves or dedications.

Return this **AT LEAST ONE MONTH PRIOR TO YOUR DATE** or we cannot guarantee songs other than those already in our repertoire.

Thank you!

Gerard

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