

Ceremony Start Time _____ Ceremony Location _____ **Page 1**
Place of Reception _____ Reception Date _____ Number of Guests _____
Wedding Reception Coordinator _____
Wedding Ceremony Official _____
Photographer _____
Videographer _____
Live Musicians _____

Usually only the Bride and Groom are introduced into the reception at the end of the cocktail hour. On rare occasions the entire bridal party is introduced, but this tradition is becoming a thing of the past because of how much time it can take to round up and organize members of the bridal party. If you want to introduce more than just bride and groom, (see 3rd page), it is best to assign a person from your party to line everyone up to save precious time.

Introduction of Bride and Groom Only (Recommended) (Please write your name the way you would like me to introduce you)

Bride & Groom _____

Bride and Groom's First Dance

1st Dance Song _____ Artist _____

Who's Toasting the Bride & Groom? (Usually **ONLY** the Best Man proposes toast)

(a) _____

(b) _____

(c) _____

Who's Offering the Blessing of the Meal (Saying Grace)?

Name of person offering blessing _____

Announcements _____

Bride's first name _____ Groom's first name _____

Reception Agenda flow usually follows this general order.

Event	Order of flow	Start time (General time that specific events will likely begin)
Cocktail Hour	_____	_____
Introduction	_____	_____
First Dance	_____	_____
Toast	_____	_____
Blessing	_____	_____
Dinner	_____	_____
Cake Cutting	_____	_____
Bride & Father Dance	_____	_____
Groom & Mother Dance	_____	_____
Last Dance	_____	_____

Bride and Groom's 1st Dance

1st Dance song _____ Artist _____

2nd Dance - Bride and her Father

(Bride's first name) _____ (Father's first name) _____

2nd Dance Song _____ Artist _____

Groom and his Mother

(Groom's first name) _____ (Mother's first name) _____

3rd Dance Song _____ Artist _____

After the special dances above are completed, I usually invite everyone up to dance.

Last Dance (Going away song)(Would you like a circle for last dance?) Yes No

Last Song _____ Artist _____

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Introduction song _____

Parents (Mother) (Father) of the Bride _____

Parents (Mother) (Father) of the Groom _____

Bridesmaids & Ushers: Starting with . . .

1) Bridesmaid _____ Usher _____

coming in next escorted by

2) Bridesmaid _____ Usher _____

let's welcome coming in with

3) Bridesmaid _____ Usher _____

joined by

4) Bridesmaid _____ Usher _____

next we have escorting

5) Bridesmaid _____ Usher _____

introducing and

6) Bridesmaid _____ Usher _____

here are the and

7) Maid/Matron of Honor _____ Best Man _____

Please **ask guests to stand** and pause for one moment before introducing Bride and Groom

Would you please give a nice warm welcome to the Bride and Groom:

Bride and Groom _____

How would you like to be introduced? Examples:

Mr. & Mrs. John Jones, Mary and John Jones, Mr. & Mrs. Jones or Mary and John.