



questions

TO ASK A WEDDING DJ OR LIVE BAND

DJ OR BAND:	
CONTACT INFO:	

The Basics

DO YOU HAVE MY DATE AVAILABLE?:	HOW FAR IN ADVANCE DO I NEED TO BOOK?:	HOW LONG HAVE YOU BEEN IN BUSINESS?:
<input type="checkbox"/> YES <input type="checkbox"/> NO		

HAVE YOU DONE EVENTS AT MY CEREMONY AND/OR RECEPTION LOCATION BEFORE?:	IF NOT, ARE YOU FAMILIAR WITH THEM?:
<input type="checkbox"/> YES <input type="checkbox"/> NO	

HOW MANY WEDDINGS HAVE YOU DONE? HOW MANY DO YOU DO IN AN AVERAGE WEEKEND?:

WHAT SETS YOU APART FROM YOUR COMPETITION?:

ARE THERE ANY OTHER SERVICES THAT YOU PROVIDE, SUCH AS LIGHTING DESIGN?:



Pricing and Other Business Details

WHAT IS YOUR PRICING? DOES THIS INCLUDE SETUP AND BREAKDOWN BETWEEN CEREMONY AND RECEPTION LOCATIONS?:

HOW MUCH IS THE DEPOSIT AND WHEN IS IT DUE?:

WHEN IS THE FINAL PAYMENT DUE?:

IF THE EVENT LASTS LONGER THAN SCHEDULED, WHAT ARE THE OVERTIME CHARGES?:

FOR LIVE BANDS – WHAT IS THE CONTINUOUS MUSIC CHARGE?:

NOTE: For bands, bookings traditionally run for 4 hours divided into 4 sets, each lasting 45 minutes with a 15-minute break. If you want "continuous music," i.e. with band members trading breaks, there is usually an additional charge.

WHEN CAN I EXPECT TO RECEIVE MY CONTRACT FROM YOU?:

ARE THERE ANY ADDITIONAL FEES THAT COULD ACCRUE THAT I AM NOT TAKING INTO ACCOUNT, LIKE TRAVEL EXPENSES OR CHARGES FOR SPECIAL MUSICAL REQUESTS?:

WHAT IS YOUR REFUND POLICY IF FOR SOME REASON I NEED TO CANCEL OR ALTER MY WEDDING DATE?:

DO YOU CARRY LIABILITY INSURANCE?:

NOTE: This usually only applies to production companies that also supply lighting, effects, etc.

IF I HIRE MUSICIANS FOR THE CEREMONY AND WANT THEM TO PLAY AT THE WEDDING REHEARSAL, WHAT IS THE EXTRA CHARGE?:

notes _____

The Music

DO YOU HAVE AN AUDIO FILE OF YOUR MUSIC OR A VIDEO LINK TO A PRIOR WEDDING WHERE YOU PERFORMED?:

CAN YOU ASSIST ME IN CHOOSING THE MUSIC FOR MY PROCESSIONAL, RECESSIONAL, SPECIAL DANCES, ETC.?:

HOW EXTENSIVE IS YOUR MUSIC LIBRARY OR SONG LIST?:

WHAT GENRES CAN YOU COVER?:

CAN I GIVE YOU A SPECIFIC LIST OF SONGS I WANT OR DON'T WANT PLAYED?:

☐ YES ☐ NO

DO YOU BRING BACKUP EQUIPMENT?:

☐ YES ☐ NO

IF THE DJ OR ONE OF THE BAND MEMBERS SCHEDULED FOR MY EVENT IS UNABLE TO PERFORM FOR SOME REASON, DO YOU HAVE A BACKUP REPLACEMENT READY TO GO?:

ARE WE GUARANTEED TO HAVE THE PERFORMER(S) OF OUR CHOICE AT OUR EVENT?:

NOTE: Many bands hired by an agency are made up of members who may not play together regularly. Even set bands often have substitute players. If there are specific performers that you want, make sure that your contract includes them.

CAN YOU PROVIDE WIRELESS MICS FOR THE CEREMONY?:

☐ YES ☐ NO

HOW MANY PEOPLE WILL YOU STAFF FOR MY EVENT?:

DOES ANY OF YOUR EQUIPMENT REQUIRE SPECIAL ELECTRICAL OUTLETS THAT I NEED TO INFORM MY WEDDING SITE ABOUT?:

WHAT KIND OF SPACE OR STAGE DO YOU REQUIRE FOR THE DJ OR BAND?:

IF MY SITE DOESN'T PROVIDE WHAT YOU NEED, WILL YOU MAKE ARRANGEMENTS FOR THE STAGE OR AM I RESPONSIBLE FOR RENTING IT?:

HOW MUCH TIME WILL YOU NEED FOR SETUP, SOUND CHECK, AND BREAKDOWN ON THE DAY OF THE EVENT?:

WHAT MUSIC WILL BE PROVIDED DURING THE BREAKS?

NOTE: If you have a preference, make it known. If you want them to play your own iTunes or Spotify mix, be sure to inquire about system compatibility.

Useful Tips

- Ask your site manager about any restrictions that might affect your event, like noise limits, a music curfew, and availability / load of electrical circuits. Also check with your venue and caterer about where and what to feed the performers.
- All professional entertainers should have access to formalwear. However, it is YOUR responsibility to be specific about how you expect your performers to be dressed.
- Make notes of your general music preferences before you meet with your DJ, bandleader, etc. For example: "Classical for the ceremony, Rat Pack-era for the cocktail hour and a set of Motown during the reception." Not only will this help you determine which entertainment professionals are a good match for you, it will guide them in preparing your set list.

notes