



**Promotions & Entertainment**

**P.O. BOX 33103 DENVER, COLORADO 80233**

**PHONE 303 763-5757 FAX 720 458-3007**

**[WWW.GOLDENBERGENTERTAINMENT.COM](http://WWW.GOLDENBERGENTERTAINMENT.COM)**

## **DJ FACT & INFORMATION GUIDE**

DATE OF EVENT \_\_\_\_\_

ORGANIZATION / CLIENT NAME \_\_\_\_\_

NAME OF CONTACT PERSON (IF NOT CLIENT) \_\_\_\_\_

CONTACT TELEPHONE (C) \_\_\_\_\_ (H/W) \_\_\_\_\_

CLIENT E-MAIL ADDRESS \_\_\_\_\_

VENUE NAME & ADDRESS \_\_\_\_\_

\_\_\_\_\_

TYPE OF FUNCTION \_\_\_\_\_

TIME DJ TO PLAY FROM \_\_\_\_\_ TILL \_\_\_\_\_

LIGHTS YES NO NUMBER OF GUESTS EXPECTED \_\_\_\_\_  
(additional charge for lights charge)

AGE RANGE OF GUESTS \_\_\_\_\_

CIRCLE ONE:

THE GOAL IS TO: 1) PROVIDE BACKGROUND MUSIC 2) ENCOURAGE DANCING

SPECIAL ANNOUNCEMENTS \_\_\_\_\_

SPECIAL ACTIVITIES / GAMES \_\_\_\_\_

\_\_\_\_\_

WILL A MEAL BE PROVIDED FOR DJ YES NO

IF OUT OF TOWN, WILL A ROOM BE PROVIDED FOR DJ YES NO

DJ DRESS: SUIT COAT & TIE BUSINESS CASUAL CASUAL



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HOW EARLY CAN DJ SET UP? \_\_\_\_\_

(Average time needed 90 minutes, extra 1/2 hr for lights)

CONTACT AT LOCATION \_\_\_\_\_ PHN # \_\_\_\_\_

DJ REQUIRES ONE 8' SKIRTED TABLE (6' WILL WORK IF 8' IS UNAVAILABLE)

TABLE: (CIRCLE SIZE) 6' or 8' WILL WILL NOT BE AVAILABLE

CAN DJ DRIVE EQUIPMENT CLOSE TO THE SET UP SITE? YES NO

STAIRS? YES NO

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

WHAT NOT TO PLAY \_\_\_\_\_

\_\_\_\_\_

NOVELTY SONGS WANTED (CIRCLE): CHICKEN DANCE HOKEY POKEY

BUNNY HOP STROLL CONGA ELECTRIC SLIDE MACARENA

FAVORITE RADIO STATIONS: 1 \_\_\_\_\_ 2 \_\_\_\_\_ 3 \_\_\_\_\_

OTHER REMARKS / SPECIAL REQUESTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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**WHAT % OF THE FOLLOWING TYPES  
OF MUSIC DO YOU WANT TO HEAR:**

**FAVORITE ARTISTS / SONGS YOU WOULD  
LIKE TO HEAR: NEED MORE ROOM...LIST  
ON SEPARATE SHEET(S)**

ROCK/ 00'S \_\_\_\_\_%

1) \_\_\_\_\_ / \_\_\_\_\_

ROCK / 90'S \_\_\_\_\_%

2) \_\_\_\_\_ / \_\_\_\_\_

RAP / HIP HOP \_\_\_\_\_%

3) \_\_\_\_\_ / \_\_\_\_\_

RETRO / WAVE \_\_\_\_\_%

4) \_\_\_\_\_ / \_\_\_\_\_

ALTERNATIVE \_\_\_\_\_%

5) \_\_\_\_\_ / \_\_\_\_\_

RAGGAE \_\_\_\_\_%

6) \_\_\_\_\_ / \_\_\_\_\_

SWING \_\_\_\_\_%

7) \_\_\_\_\_ / \_\_\_\_\_

BIG BAND \_\_\_\_\_%

8) \_\_\_\_\_ / \_\_\_\_\_

COUNTRY \_\_\_\_\_%

9) \_\_\_\_\_ / \_\_\_\_\_

ROCK 80'S \_\_\_\_\_%

10) \_\_\_\_\_ / \_\_\_\_\_

ROCK 70'S \_\_\_\_\_%

11) \_\_\_\_\_ / \_\_\_\_\_

DISCO \_\_\_\_\_%

12) \_\_\_\_\_ / \_\_\_\_\_

ROCK 60'S \_\_\_\_\_%

13) \_\_\_\_\_ / \_\_\_\_\_

MOTOWN / R&B \_\_\_\_\_%

14) \_\_\_\_\_ / \_\_\_\_\_

OLDIES 50'S \_\_\_\_\_%

15) \_\_\_\_\_ / \_\_\_\_\_

ETHNIC /  
OTHER \_\_\_\_\_%  
(Specify)

16) \_\_\_\_\_ / \_\_\_\_\_



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Name of Bride \_\_\_\_\_ (parents) \_\_\_\_\_

Name of Groom \_\_\_\_\_ (parents) \_\_\_\_\_

Is the wedding going to be held in a different place than the reception? \_\_\_\_\_

Are you serving Dinner? \_\_\_\_\_

If so, is it a buffet, full service, or hors d'oeuvres? \_\_\_\_\_

Would you like the DJ to introduce the Wedding Party? \_\_\_\_\_

If So, List names in order of introduction: (on another sheet)

Will you have a Best Man toast? \_\_\_\_\_ Will you have a maid/matron of honor toast? \_\_\_\_\_

If so, what is his name? \_\_\_\_\_ What is her name? \_\_\_\_\_

What song would you like for the first dance (bride and groom)?

Artist: \_\_\_\_\_ Title: \_\_\_\_\_

Would you like a daddy/daughter dance? \_\_\_\_\_

Artist: \_\_\_\_\_ Title: \_\_\_\_\_

Would you like a mother/son dance? \_\_\_\_\_

Artist: \_\_\_\_\_ Title: \_\_\_\_\_

Would you like the DJ to announce the Cutting of the cake? \_\_\_\_\_

Would you like to do a Dollar dance? \_\_\_\_\_

Would you like to do the Bride's Bouquet toss? \_\_\_\_\_

Would you like to have the groom do the garter toss? \_\_\_\_\_

Do you have any other special ceremonies that you would like the DJ to announce?