

# Wedding 101

## DJ Questionnaire Checklist

Name \_\_\_\_\_ Recommended by \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_ Phone \_\_\_\_\_

Are you available for my date? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you provide a written contract? \_\_\_\_\_ Yes \_\_\_\_\_ No

How many playing hours are included? \_\_\_\_\_

Is set up time and travel included? \_\_\_\_\_ Yes \_\_\_\_\_ No \$\_\_\_\_\_ Amount

How early do you arrive to set up? \_\_\_\_\_

Do you charge by the hour or do you have a package? \_\_\_\_\_

Is there an extra charge for additional hours? \_\_\_\_\_ Yes \_\_\_\_\_ No Rate \$\_\_\_\_\_

Can you explain how you conduct the evening? \_\_\_\_\_  
\_\_\_\_\_

Will you wear clothes appropriate to my wedding style? \_\_\_\_\_ Yes \_\_\_\_\_ No

Do you do the announcements? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you the Emcee? \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you open to requests? ? \_\_\_\_\_ Yes \_\_\_\_\_ No

From us? \_\_\_\_\_ Yes \_\_\_\_\_ No From the guests? \_\_\_\_\_ Yes \_\_\_\_\_ No

How large is your music collection and is it varied? \_\_\_\_\_

How do we pick our music for the event? \_\_\_\_\_

Do you provide a wireless mic for speeches? \_\_\_\_\_ Yes \_\_\_\_\_ No

Is basic dance lighting included in the price? \_\_\_\_\_ Yes \_\_\_\_\_ No

How long have you been in business? \_\_\_\_\_

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How many weddings have you done? \_\_\_\_\_

Are you the DJ who will be at the reception? \_\_\_\_\_ Yes \_\_\_\_\_ No

What type of equipment do you have? \_\_\_\_\_

Do you bring back up equipment? \_\_\_\_\_ Yes \_\_\_\_\_ No

What is your estimated price for the evening? \$\_\_\_\_\_

Are there any additional charges? \_\_\_\_\_ Yes \_\_\_\_\_ No

Describe \_\_\_\_\_

How much of a deposit do you require? \$\_\_\_\_\_

When is the final payment due? \_\_\_\_\_

What is your cancellation policy? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_