

music checklist

Musicians

- Musicians _____
Contact _____
Phone _____
Email _____
Cellular _____
- Type of music _____
- Rate per hour \$ _____
- Overtime rate \$ _____
- When begin playing? _____
- When end playing? _____
- Rest breaks – How many? _____
- How often? _____
- Amount of set-up time needed? _____
- Amount of tear-down time needed? _____
- Amount of playing spaced needed? _____
- Equipment/facility needs _____
- Electrical outlets _____
- PA system _____
- Other _____
- Have Insurance? _____
- Staff attire? _____
- Establish a “must-play” and a “must-not-play list”

Disc Jockey

- Contact _____
Phone _____
Email _____
Cellular _____
- Type of music _____
- Rate per hour \$ _____
- Overtime rate \$ _____
- When begin playing? _____
- When end playing? _____
- Announcing the couple _____
- Time schedule (when play First Dance, Bride/
Father dance, etc.) _____

- Rest breaks – How many? _____
- How often? _____
- Amount of set-up time needed? _____
- Amount of tear-down time needed? _____
- Amount of playing spaced needed? _____
- Equipment/facility needs _____
- Electrical outlets _____
- PA system _____
- Other _____
- Have insurance? _____
- Staff attire? _____
- Establish a “must-play” and a “must-not-play list”