

# PARTY PLANNER

Please complete this form by \_\_\_\_\_ and return to:

Whirlin' Disc DJ's, PO Box 1518, Cicero, NY 13039 (315) 698-SONG (7664) FAX 699-7664



File # \_\_\_\_\_

Type of Function - \_\_\_\_\_

DJ's Attire - ( ) Tux ( ) Other \_\_\_\_\_

Your Balance Due That Day \$ \_\_\_\_\_ (\$75 EACH ADD'L HOUR)

(Gratuity optional—Tip based on DJ's performance)

Who should DJ see for payment \_\_\_\_\_

Who is in charge of DJ? \_\_\_\_\_

Phone Number \_\_\_\_\_

How many people are expected? \_\_\_\_\_

Day of the week: \_\_\_\_\_

Date: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Music Time \_\_\_\_\_

Venue \_\_\_\_\_

Event Address \_\_\_\_\_

Manager & Phone Number \_\_\_\_\_

DJ's food or beverage same as guest? \_\_\_\_\_

Other food will be: \_\_\_\_\_

Directions \_\_\_\_\_

## Miscellaneous Notes

## Musical Requests

Please list musical requests below (based on availability – not guaranteed)