



The DJ
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Done by DJ

Confirm with Function Centre that they are ready.
Be sure to advise Videographer and Photographer so they are ready.
Be sure all guests are seated and have your attention.
Short introduction as DJ.
Advise guests of the Bridal Partys' arrival and request they be upstanding for their official entrance.
Introduce Bridal Party couple by couple and finally the Bride & Groom.
Introduce MC

Done by MC

Welcome guests on behalf of Bride & Groom.
Advise guests of the evenings procedures.
Point out location of facilities.
Advise smoking/non smoking or alternate smoking location.
Book Taxi's early if required.
Operation and use of Wedding Cameras if applicable.
Introduce grace before beginning of meal.

Checklist Prior To Commencing Speeches.

Confirm with Function Centre that champagne has been poured and they are ready.
Be sure to advise DJ, Videographer and Photographer so they are ready.
Make sure Bridal Party is seated and ready.
Advise guests 5 minutes prior to speeches so they can make themselves available.
Intro Speeches.