

 <p><b>RENT-A-DJ</b></p>	<p>473C Washington Ave North Haven CT 06473</p> <p>800-RENTADJ 203.234.7777 fax 203.234-8834 www.rentadj.com</p>
<p><i>"Great Music For Every Occasion"</i></p>	

# Party Planning Worksheet

What name is the event booked under? \_\_\_\_\_

Date of Event: \_\_\_\_\_, Times: \_\_\_\_\_ - \_\_\_\_\_

Please help us to serve you better by providing us with the following information. Your answers will help us make your party or event more enjoyable. To insure that everything goes as smoothly as possible **please return this form at least 2 weeks prior to your event.** Any questions, please call or e-mail (sendinfo@rentadj.com). Thank You!

**Type of Event:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Birthday Party (yr? __) | <input type="checkbox"/> Anniversary Party (__th) | <input type="checkbox"/> School Dance  |
| <input type="checkbox"/> Surprise Party          | <input type="checkbox"/> Company Outing           | <input type="checkbox"/> Holiday Party |
| <input type="checkbox"/> Retirement Party        | <input type="checkbox"/> Other _____              |  |

**Age Group(s):**

- <14     14-17     18-24     25-34     35-44     45-54     55+

**General Music Requests:**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Top 40           | <input type="checkbox"/> Club             | <input type="checkbox"/> 70's Disco            |
| <input type="checkbox"/> Big Band / Swing | <input type="checkbox"/> Classic Rock     | <input type="checkbox"/> 80's dance / new wave |
| <input type="checkbox"/> 50's and 60's    | <input type="checkbox"/> Classical / Jazz | <input type="checkbox"/> Country               |
| <input type="checkbox"/> Hip Hop / Rap    | <input type="checkbox"/> Other: _____     | <input type="checkbox"/> Alternative           |

**Your DJ:**

- Be involved in the party, teach line dances, etc
- Just play the music, minimal talking
- Other \_\_\_\_\_

How would you like the DJ dressed?  
 casual     jacket and tie     tuxedo

**Options:**

- Karaoke (\$150 additional)
- 2 lighting effects (\$50 additional)
- Cassette Deck to play your music (\$10)
- Spectacular G-Beam laser show (\$100)
- Video Projector / 12' screen / videos (\$325)
- \_\_\_ Glow Necklaces (10/\$10 or 25/\$22)

**Directions:**

Please include directions from the nearest interstate. (Phone # at party location: \_\_\_\_\_)

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If we have any questions who may we call? \_\_\_\_\_ Number? \_\_\_\_\_