

**AllProUSA**

*Video & DJs*

**AllProUSA.com**

412-373-9100

2132 Old Dominion Dr.

Monroeville, Pa. 15146

## Wedding Video Planner

*Here is your wedding video planner. This will give me the information I need to provide you the professional wedding video you expect. Take your time to fill in as many of the items as possible. If you are unsure of anything you may leave it blank.*

*Once you have completed filling in the planner, return it to All Pro Video at least two weeks prior to your wedding day. I will then call you the week of the wedding to go over all the final details with the planner and information in my hands.*

*Included in the planner is a list of suggestions to help you with some things you may have never considered. From our experience we have gathered these “tips” of the sometimes obvious but important details.*

*We know this is a very exciting time. Please feel free to call at anytime with questions you may have regarding your wedding day. Remember that our business is built on the relationship we have with our clients.*

***If you know of anyone planning a wedding, kindly let them know about our DJ and Wedding Video service.***

*Wedding Video Samples available at*

***AllProUSA.com***

**Wedding Date** \_\_\_\_\_

*Name of Bride* \_\_\_\_\_ *Name of Groom* \_\_\_\_\_

*Wedding Ceremony Location* \_\_\_\_\_ *Time* \_\_\_\_\_

*Address* \_\_\_\_\_ *Phone #* \_\_\_\_\_

*Name of Person(s) presiding the Ceremony* \_\_\_\_\_

*Will you have a Vocalist at the Ceremony* \_\_\_\_\_

*Other than Church Organ list any other instruments* \_\_\_\_\_

*Estimated Length of Wedding Ceremony* \_\_\_\_\_

*Reception Location* \_\_\_\_\_ *Phone #* \_\_\_\_\_

*Address* \_\_\_\_\_

*Contact Person at Reception Location* \_\_\_\_\_

*Approximate Number of Guests Expected* \_\_\_\_\_

*Will the Video Cameraman (one or two persons) be invited to eat?* \_\_\_\_\_

*Reception Start Time* \_\_\_\_\_ *Reception End Time* \_\_\_\_\_

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## Wedding Video Planner - Page Two

Maid/Matron of Honor \_\_\_\_\_ Best Man \_\_\_\_\_

*Bridesmaids*

*Groomsmen*

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Flower Girl \_\_\_\_\_ Ring Bearer \_\_\_\_\_

Parents of Groom \_\_\_\_\_

Parents of Bride \_\_\_\_\_

Name of Photographer \_\_\_\_\_ Phone # \_\_\_\_\_

Name of Band or DJ \_\_\_\_\_ Phone # \_\_\_\_\_

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## Wedding Video Planner - Page Three

### ***Musical Selections for your Wedding Video***

*You may want to select a few songs that can be added to your wedding video. If you do not know what songs you want or do not care to select them, just leave this section blank and I will take care of it for you.*

*Keep in mind that most of the original music from your wedding ceremony and reception will be recorded live and used during the editing.*

*We will use music from CDs during limited portions of the editing. Examples of when CDs will be used include...*

*Love Story Photos of Bride & Groom  
Pre wedding coverage at brides home  
Post ceremony coverage of Photo session  
Cocktails at the reception  
Wedding Highlights*

*In the following space write in the name of the song and artist you would like for each section of the video. **Exact title and artist with correct spelling is essential!***

1. *Love Story Photos* \_\_\_\_\_

2. *Pre Wedding* \_\_\_\_\_

3. *Post Ceremony* \_\_\_\_\_

4. *Cocktails* \_\_\_\_\_

5. *Highlights (Best to use your wedding song)*  
\_\_\_\_\_

6. *Honeymoon Photos* \_\_\_\_\_

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## Wedding Video Planner - Page four

### Post Wedding Contact Information

**Very Important**, Please take time to fill in completely!

#### Bride & Groom Future Mailing Address

Name \_\_\_\_\_

Street \_\_\_\_\_

City & Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Bride Cell \_\_\_\_\_ Groom Cell \_\_\_\_\_

Bride email \_\_\_\_\_ Groom email \_\_\_\_\_

#### Parents of Bride Address

Name \_\_\_\_\_

Street \_\_\_\_\_

City & Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ email \_\_\_\_\_

#### Parents of Groom Address

Name \_\_\_\_\_

Street \_\_\_\_\_

City & Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ email \_\_\_\_\_

### **Wedding Day Suggestions**

*Small tips to make for a great wedding video*

- 1. *Arrange for flowers to be delivered to your house if you are having video coverage at the home. It makes for great video.***
- 2. *Tell the bridesmaids to be at your home fifteen minutes sooner than you really want them to arrive. This way everyone is ready for Photos & Video.***
- 3. *Have the Groom, Best Man & Groomsmen be at the church one hour before the ceremony begins. (His parents also if possible)***
- 4. *For the Bride, remember to not jump out of the limo as soon as you arrive. We want to get that shot, so give us a minute or two to be ready. And remember To smile, even if it is difficult. It looks great when you smile!***
- 5. *Be sure the bridesmaids are not chewing gum when coming down the aisle.***
- 6. *When your father or escort brings you down the aisle and removes your veil, be sure he knows to give you a kiss before placing your hand in the hand of the groom. ( They often do forget )***
- 7. *Tell your escort not to try to immediately go to his seat after giving you away. It sometimes results in him stepping on the bridal train, or doing a quick hop when he sees it. Better to enjoy the moment and wait until you move ahead.***
- 8. *Be sure to look at each other, Not the minister, when doing your vows!***
- 9. *When lighting candles, try to do it so the guests can see. If possible go behind the candles. (This is not always possible)***
- 10. *When doing your first dance, ask your photographer to give you a minute or two before he steps in and asks you to look his way. There is normally plenty of time, and those first few moments are special.***
- 11. *Remember to tell anyone you know that is planning a wedding to call***

*All Pro Video and DJs. 😊*

**Wedding Video Samples available at**

**AllProUSA.com**

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## **Love Story & Honeymoon Photos**

*Optional item for some video packages*

*Your video package may include the “Love Story” segment that is in the beginning of your DVD. This is not shown at the reception unless otherwise arranged.*

***If your package includes having the “Love Story” shown at the reception, please call for additional details.***

**VERY IMPORTANT !!!!!** *If you are using digital photos you MUST be sure To RENAMNE each photo or they will not correspond properly. The order Will not be the same as you place them. So be sure to RENAME each one.*

*Photos must be received by All Pro Video within two weeks of the wedding.*

*How to arrange the photos*

- 1. Select ten photos of the Bride growing up and number them for each photo..... Bride 1 – 10*
- 2. Select ten photos of the Groom growing up and number them .....Groom 11-20*
- 3. Select ten photos of the Bride & Groom as you dated and number them.....Bride & Groom 21-30*
- 4. If doing Honeymoon Photos, select up to 30 Photos, number them and then, place them in an envelope with the name of song and artist on the front of the envelope or on the disc. (DISC IS BEST FOR QUALITY) Honeymoon Photos must be received within Four weeks after the wedding.*
- 5. Place the photos in an envelope with your full names, wedding date, and name of the song you want to have used.*
- 6. Place the envelope in a secure envelope (Priority Mail is suggested) and send to us, along with this planner **no later than two weeks prior to your wedding day.***

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