



## *Musical Moments*

### **Event Information Form**

#### **Instructions for Filling in this Form**

##### **General**

The information form below is in Acrobat .PDF format. You will need to fill in this form manually and return the form to *Musical Moments* through regular mail.

##### **Ensemble**

A quartet or trio are the usual ensembles that are most requested. A quartet is made up of two violins (1<sup>st</sup> and 2<sup>nd</sup> violin), a viola, and a cello. A trio is made up of a violin, viola, and cello. The quartet gives a fuller sound, but a trio works well also.

If you want a solo instrument you only need to check the instrument you want us to provide. (Violin, Viola, or Cello)

##### **Other Instrument**

If you wish to include additional instruments in your wedding such as a trumpet or flute we will recommend people to you who play those instruments. Just tell us what you want.

##### **Soloist**

If you wish to have a soloist *Musical Moments* will be glad to contract a soloist for you. We know several soloist who are very competent and are used to singing with strings. If we hire the soloist we guarantee the quality of their music.

If you have a favored soloist you wish to use we will work with that person as well. In that case we require the soloist to provide us the music at least 30 days prior to the event. This insures that we will play the music in the arrangement and the key that the soloist is comfortable singing. We also require the soloist to arrive at the location of the event at least 30 minutes **before** the music starts. This allows the soloist to get comfortable with our musicians so that the solo piece will be the high quality you expect.

##### **Event Location**

We only need the location information for the event at which we will be playing. For example, if we are only playing at the wedding we only need directions to the wedding. If we are playing at both events we need directions to both locations.

##### **Musical Selections**

There is a separate form for you to use to list the selections you wish for *Musical Moments* to play. If you do not know what musical selections you want us to play right now please send the other information to us and keep this form for planning purposes. The other information is needed for us to prepare a contract.

## Event Information Form

You may print this form and fill it out by hand.

Bride's Name: \_\_\_\_\_ Groom's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Wedding Date: \_\_\_\_\_ Wedding Time: \_\_\_\_\_

**Check the ensemble below that you wish for *Musical Moments* to provide.**

String Quartet:  String Trio:  Solo String Instrument: Violin  Viola  Cello

### Soloist Information

Do you want *Musical Moments* to provide a soloist? Yes  No

Do you have **your own** soloist? Yes  No

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**If you are filling this form out on your computer each line below will accept approximately 80 to 90 characters. When the cursor stops or you reach the end of a line, tab to go to the next line. Do not use a line return.**

**We only need the location information for the event at which we will be playing. For example, if we are only playing at the wedding we only need directions to the wedding)**

Wedding Location: \_\_\_\_\_

Detailed Directions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Reception Location: \_\_\_\_\_

Detailed Directions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is the wedding planned for outdoors? Yes:  No:  (Check **only** if we are playing at the wedding)

Is the reception planned for outdoors? Yes:  No:  (Check **only** if we are playing at the reception)

## Musical Selections

If you do not know what musical selections you want us to play right now please send the other information to us and keep this form for planning purposes. The other information is needed for us to prepare a contract.

(Please List)

### Prelude Music

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Seating of the Grandmothers/Mothers: \_\_\_\_\_

Wedding Party Processional: \_\_\_\_\_

Bridal March: \_\_\_\_\_

Ceremonial Music: \_\_\_\_\_

Recessional: \_\_\_\_\_

Postlude: \_\_\_\_\_

## Reception Music

Musical Moments will play a mixture of Classical, Light Pop and Broadway music unless otherwise notified.

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Susan Cafferty  
609 Kittery Court  
Lexington, SC 29072  
803-358-2354

Web Site: [www.yourmusicalmoments.com](http://www.yourmusicalmoments.com)

Email for Susan Maltz, Music Consultant: [Susan@yourmusicalmoments.com](mailto:Susan@yourmusicalmoments.com)

Email for David Marshall, Business Manager: [David@yourmusicalmoments.com](mailto:David@yourmusicalmoments.com)