

## Sweet 16 Planner Form

This is for you to use as a guideline in planning your party. Please insert a number next to each event. Start with number 1 and follow in numerical order.

**All events are optional** please put a line through any event to eliminate.

\_\_\_\_\_ **Hors d'oeuvres Hour** Music will be played during the arrival of the guests.

\_\_\_\_\_ **Grand Entrance Announcements** The DJ/MC will announce the court **Time:** \_\_\_\_\_

\_\_\_\_\_ **Toast(s)** Wireless microphone is available. Before or after dinner is served? Please circle one.

Who will be giving the toast (1) \_\_\_\_\_

(2) \_\_\_\_\_ (3) \_\_\_\_\_

\_\_\_\_\_ **Blessing/Grace** before dinner, chosen person will be introduced. Wireless microphone available.

Who will be doing the blessing of food? (1) \_\_\_\_\_

\_\_\_\_\_ **Food Service** will be announced and dinner music will be played. **Time:** \_\_\_\_\_

\_\_\_\_\_ **Cake Cutting** announced and attention will be directed towards the cake and the GOH. **Time:** \_\_\_\_\_

\_\_\_\_\_ **Special Dance - GOH & Father** will be introduced and their special song played.

\_\_\_\_\_ **Special Dance – Other** \_\_\_\_\_ will be introduced and their special song played.

\_\_\_\_\_ **Special Dance – Group Dance** will be invited onto the dance floor to dance to a song selected by you.

\_\_\_\_\_ **Candle Lighting Ceremony** (16 candles for sweet 16's)

\_\_\_\_\_ **Photo Montage** usually played during dinner or after everyone is seated / or returns from buffet

\_\_\_\_\_ **Other -** Use to write in your own special event or dance, otherwise please disregard.

**Any other events or requests, feel free to add on reverse side:**

# Music Suggestions

## **Hors d'oeuvres hour: Genres of Music:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_

### **Artist Suggestion:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

(5) \_\_\_\_\_ (6) \_\_\_\_\_

(7) \_\_\_\_\_ (8) \_\_\_\_\_

(9) \_\_\_\_\_ (10) \_\_\_\_\_

## **Dinner Music: Genres of Music:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_

### **Artist Suggestion:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

(5) \_\_\_\_\_ (6) \_\_\_\_\_

(7) \_\_\_\_\_ (8) \_\_\_\_\_

(9) \_\_\_\_\_ (10) \_\_\_\_\_

## **Dancing Music: Genres of Music:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_

### **Artist Suggestion:**

(1) \_\_\_\_\_ (2) \_\_\_\_\_

(3) \_\_\_\_\_ (4) \_\_\_\_\_

(5) \_\_\_\_\_ (6) \_\_\_\_\_

(7) \_\_\_\_\_ (8) \_\_\_\_\_

(9) \_\_\_\_\_ (10) \_\_\_\_\_

## **Song Choices: Other Music**

Grand Entrance introduction Song: \_\_\_\_\_

Grand Entrance Song for GOH: \_\_\_\_\_

Sweet 16 Party Special Dance: \_\_\_\_\_

GOH & Father's Dance: \_\_\_\_\_

Other Special Dance: \_\_\_\_\_

Cake Cutting Music: \_\_\_\_\_

3 Last Songs 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Please Check Each Category Of Music,  
Likely Appeals To The DANCERS In Your Crowd.

Oldies (50's,60's) \_\_\_\_\_ Disco \_\_\_\_\_ Motown \_\_\_\_\_ 80's \_\_\_\_\_

Rock \_\_\_\_\_ Top 40 \_\_\_\_\_ R&B \_\_\_\_\_ Hip-Hop \_\_\_\_\_

Salsa \_\_\_\_\_ Merengue \_\_\_\_\_ Bachata \_\_\_\_\_ Cambia \_\_\_\_\_

Reggae \_\_\_\_\_ Soca \_\_\_\_\_ Calypso \_\_\_\_\_ Country \_\_\_\_\_

House \_\_\_\_\_ Dance \_\_\_\_\_ 70's \_\_\_\_\_ Freestyle \_\_\_\_\_

Reggaeton \_\_\_\_\_ Freestyle \_\_\_\_\_ Jazz \_\_\_\_\_ Big Band/Swing \_\_\_\_\_

Participation Dances: YES or NO

Harlem Shake \_\_\_\_\_ Gang' em Style \_\_\_\_\_ Wobble \_\_\_\_\_

Macarena \_\_\_\_\_ Cha Cha Slide \_\_\_\_\_ Electric Slide \_\_\_\_\_

Cupid Shuffle \_\_\_\_\_ Chicken Dance \_\_\_\_\_ Hokey Pokey \_\_\_\_\_

Mambo #5 \_\_\_\_\_ Cotton Eyed Joe \_\_\_\_\_ Soul Train Line \_\_\_\_\_

Follow the Leader \_\_\_\_\_ Other \_\_\_\_\_

Any other songs or requests, feel free to add here or on reverse side:

## **Introduction**

If you would like everyone announced, please make sure there is good communication at the event, with the DJ and the Sweet 16 court, to help identify each person.

Please number the following in the order you would like to have announced.

\_\_\_\_\_ Parents of Guest Of Honor \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 1 \_\_\_\_\_ Sweet 16 # 1 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 2 \_\_\_\_\_ Sweet 16 # 2 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 3 \_\_\_\_\_ Sweet 16 # 3 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 4 \_\_\_\_\_ Sweet 16 # 4 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 5 \_\_\_\_\_ Sweet 16 # 5 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 6 \_\_\_\_\_ Sweet 16 # 6 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 7 \_\_\_\_\_ Sweet 16 # 7 \_\_\_\_\_

\_\_\_\_\_ Sweet 16 # 8 \_\_\_\_\_ Sweet 16 # 8 \_\_\_\_\_

How would the GOH would like to be introduced?

\_\_\_\_\_

**CANDLE CEREMONY** (write in who to dedicate it to and the song)

CANDLE #1 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #2 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #3 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #4 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE 5 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #6 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #7 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #8 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #9 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #10 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #11 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #12 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #13 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #14 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #15 \_\_\_\_\_ SONG: \_\_\_\_\_

CANDLE #16 \_\_\_\_\_ SONG: \_\_\_\_\_