

Michael Kellett

Toastmaster

& Master of Ceremonies

for your special occasion

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www.wedding-toastmaster.co.uk

Wedding details

Bride's Name

Phone Numbers

Groom's Name

Phone Numbers

Date of Wedding

Time of wedding

Best Man/Men/Woman

Bride's Parents/Party

Father

Mother

Groom's Parents/Party

Father

Mother

Ushers

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Bride's Maids

Chief Bridesmaid

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Page Boy

Address for Bride/Groom

Email address

Wedding Venue

Address

Telephone Number

Reception Venue

Address

Telephone Number

B & G Time of arrival

Contact at reception

Toastmaster to arrive at

Finish at

Photographer

Videographer

Wedding Breakfast Time

Number of guests

Evening Party Time

Number of guests

Required at wedding

Y/N

Confetti Policy - Wedding Venue

Y/N

Confetti Policy - Reception Venue

Y/N

Civil Ceremony Announcements

Y/N

Cameras

Flash Photography

Mobile Phones

Y/N

Receiving Line

Announced

Y/N

Order

Bride's Mother

Groom's Father

Groom's Mother

Bride's Father

Bride

Groom

Chief Bridesmaid

Best Man

Other Details

Entrance

Parents Y/N
Top Table Y/N
Entrance Music Y/N

Distinguished and Honoured
Guests, Ladies and Gentlemen,
would you please stand.

Thank you.

Would you please give a very
warm welcome to your bride
and groom, **the new Mr & Mrs**

***** **Ladies and Gentlemen, will you
please remain standing for Grace**

Grace Y/N

Who By

**Heavenly Father,
we give thanks for this joyous
and special day.
We ask you to bless**

.....
**that they may have a long and
healthy life, filled with love and
happiness.
Please bless all our guests and
this our wedding breakfast.**

Amen

Wedding Breakfast Announcements

Mobile Phones On/Off
Charity line Y/N

Cameras on tables Y/N
Details for return

Guest Book Y/N

Others

Glass Tapping & Kissing

.....
wish to take wine with

.....
Time for Speeches

Fanfare/s for Speeches Y/N

Bride's Father

Groom

Best Man/Woman

Others

Bouquets/Gifts during speeches Y/N

Location of flowers and gifts

Gifts for Bride's Maids
Page Boy / Ushers
Best Man/Woman
Others

Cake Cutting Time

Music Y/N

Room to be cleared Y/N

First dance

Musicians

Start Time
Finish

Entertainer

Start Time
Finish

Balloons

Caterer

Where did you hear about MK TM

Other info



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