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MC Duties

Formalities:

Approximate Time	Formality	
	Entry	
	Entrée	
	Dinner	
	Desert	
	Start of Speeches	
	Cutting of the Cake	
	Bridal Waltz	
	Father & Bride Dance	
	Bouquet Toss	
	Garter Removal	
	Farewell	

^{*} Please add to or subtract from this list if you require

Official Entry:

Order of Entry	Titles	Names
Example	3 rd Bridesmaid & Groomsman	Ann Smith & Peter Howard
1 st		
2 nd		
3 rd		
4 th		
5 th		
6 th		

Speeches:

Approx Time	Speaker	Name	Speech: Toast/ Story/ Telegram
- I	3 rd	Peter Smith – 3 rd Groomsman	Toasting the Bridesmaids
	MC		Formal Announcements
	1 st		
	2 nd		
4 ^t 5 ^t	3 rd		
	4 th		
	5 th		
	6 th		

^{*} Please provide any difficult name pronunciations

Other:								
Examples: Thanking Interstate Guests, other family members or friends, other special occasions on the night e.g. Birthdays, anniversaries etc								
Are you having a Wishing Well?	YES	NO						
If so, do you want it announced?								
	Ш							
Are you having a 'Signing Book'?								
If so, do you want it announced?								

N.B. Please have this form completed and returned to us at least three weeks prior to your function date.