

Stealth DJ's Bar/Bat Mitzvah Planner

Please complete and return by email, fax or mail to: **10893 Spicer Farms Dr, South Lyon, MI 48178**

Your time and effort put forth into completing this planner is greatly appreciated! This will help assure your event flows smoothly.

Feel free to modify anything as needed. After returning this form, please notify us of any changes.

You will receive a phone call the week of the Bar/Bat Mitzvah to confirm all the details on this planner. Thank You!

INTRODUCTIONS Fill in the names for those you would like announced. Also include the music you would like to accompany those entering the room. You may choose individual songs, or you may choose one single selection for the entire grand entrance. On the left, please number in the order in which you would like announced (if different.)

_____ Host / Hostess: _____

Song: _____ Artist: _____

_____ Brother / Sister: _____

Song: _____ Artist: _____

_____ Brother / Sister: _____

Song: _____ Artist: _____

_____ Brother / Sister: _____

Song: _____ Artist: _____

_____ Guest of Honor: _____

Song: _____ Artist: _____

GRAND ENTRANCE The family and/or the bar/bat mitzvah is introduced and walks into the reception room. Please choose your favorite method of the grand entrance. (Please choose the most popular option or feel free to add your own.)

_____ Two lines of guests line up across from each other to form a pyramid with their arms; the family and/or the guest of honor walks or runs through this pyramid. Then we have all the guests gather around the bar/bat mitzvah for a brief celebration.

_____ Other - _____

FUN FACTS If you would like us to share some fun facts about the bar/bat mitzvah before they are introduced; please answer the following questions. **These are all optional**; please complete only those you would like to share, if any.

What are his/her favorite hobbies? _____

What is his/her favorite food? _____

What is his/her favorite school teacher? _____

If he/she could meet any celebrity, who would it be? _____

What kind of car/truck does he/she hope to drive? _____

What does he/she want to be when grown up (occupation)? _____

If he/she could visit anywhere in the world, where would he/she like to visit? _____

What is his/her most embarrassing moment? _____

Order of Events

This is for you to use as a guideline in planning your Bar/Bat Mitzvah. 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.

_____ **Background Music** will be played during the arrival of the guests.

_____ **Grand Entrance Introductions** The family and/or the Mitzvah will be introduced. **Start Time:** _____

_____ **Candle Lighting** To honor all the special people, guests will be called up to light the candles. Wireless microphone is available.

_____ **Toast** The chosen person will give a toast. Wireless microphone is available. Before or After dinner is served? (Please circle one.)

_____ **Video/Photo Montage** We will have everyone seated to view the special presentation. **Start Time:** _____

_____ **Motzi** The chosen person will perform the blessing of the bread.

_____ **Kiddush** The chosen person will perform the blessing of the wine.

_____ **Food Service** announced and background music played. **Start Time:** _____

_____ **Food Service Style:** _____ Buffet _____ Sit-Down _____ Family Style _____ Food Stations

_____ **Special Dance - Host and Hostess** will be introduced and their special song played.

_____ **Special Dance - Guest of Honor and Parent** will be introduced and their special song played.

_____ **Hora** We will invite everyone to the dance floor and have the guests form a circle around the guest of honor.

_____ **Dancing and Games** to keep the kids and adults entertained. We can give out prizes and favors at this time. (Not provided)

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

_____ **More Dancing and Games** to entertain the guests until the end of the event.

CANDLE LIGHTING On the following page, list the names of those who will be called to the cake or candles. Please write names as the guest of honor will say them, such as Aunt Debbie, Uncle Jim, Grandma Marie, etc. Also include the music you would like playing in the background as people come to light the candles.

Candle information: The maximum number of candles is 14 (13 and one for good luck.) Try to combine relatives and friends together to keep the total number of candles to 14. A memory candle may also be included to acknowledge a deceased loved one. Typically this is announced by the guest of honor and is done as the first candle. Please indicate if a memory candle is to be included.

Music information: Select a song for each group that is called to the candles. Or, if you would like, one single piece of music can be used for background for the entire candle lighting ceremony (we have a Jewish song for this purpose.)

The usual order for the candle lighting is as follows:

- 1) Memory
- 2) Grandparents
- 3) Aunts
- 4) Uncles
- 5) Cousins
- 6) Older Relatives
- 7) Younger Relatives
- 8) Out of Town Guests
- 9) Friends of the Guest of Honor
- 10) Parents
- 11) Brothers and Sisters
- 12) Guest of Honor

Feel free to add your own groups of friends and relatives as you wish, but remember to keep the candles to a total of 14 candles.

Need suggestions for a special candle lighting song and/or other special music?

Visit: <http://www.stealthdjs.com/bar-bat-mitzvah-songs.html> to view a list of Bar/Bat Mitzvah song suggestions.

Candle Lighting List

1. Name(s): _____

Song: _____ Artist(s): _____

2. Name(s): _____

Song: _____ Artist(s): _____

3. Name(s): _____

Song: _____ Artist(s): _____

4. Name(s): _____

Song: _____ Artist(s): _____

5. Name(s): _____

Song: _____ Artist(s): _____

6. Name(s): _____

Song: _____ Artist(s): _____

7. Name(s): _____

Song: _____ Artist(s): _____

8. Name(s): _____

Song: _____ Artist(s): _____

9. Name(s): _____

Song: _____ Artist(s): _____

10. Name(s): _____

Song: _____ Artist(s): _____

11. Name(s): _____

Song: _____ Artist(s): _____

12. Name(s): _____

Song: _____ Artist(s): _____

13. Name(s): _____

Song: _____ Artist(s): _____

14. Name(s): _____

Song: _____ Artist(s): _____



HORA Please list the names of the family members you would like lifted in the chair during the Hora.

Name: _____ Name: _____ Name: _____

MOTZI Please list the name of the person that will perform the blessing of the bread.

Name: _____ Would you like this person to be introduced? Yes No (Please circle one)

TOAST Please list the name of the person(s) that will give a toast (usually the host and hostess.)

Name: _____ Would you like this person to be introduced? Yes No (Please circle one)

Name: _____ Would you like this person to be introduced? Yes No (Please circle one)

KIDDUSH Please list the name of the person that will perform the blessing of the wine.

Note: This is sometimes performed at the services.

Name: _____ Would you like this person to be introduced? Yes No (Please circle one)

MUSIC

Host and Hostess Dance:

Song: _____

Artist(s): _____

Guest of Honor and Parent Dance:

Song: _____

Artist(s): _____

Last Song of the Party:

Song: _____

Artist(s): _____

Other Dance: (if chosen)

Song: _____

Artist(s): _____

Specialty Dances Please check any group dances that you would like to have.

___ Cupid Shuffle ___ Cha-Cha Slide ___ Hustle ___ Watch Me (Whip/Nae Nae) ___ The Train ___ Wobble

___ YMCA ___ Gangnam Style ___ Turbo Hustle ___ Crank That (Soulja Boy) ___ Other: _____

For the next section, please also consider the music requests from your guests.

Songs, artists and/or genres of music you **DO NOT** want to hear:

Songs, artists and/or genres of music you **DO** want to hear:

Any additional comments or anything special you would like to add?

May we take pictures at your event to post on our website and/or social media sites? Yes / No (Please circle one)