

IT'S SHOWTIME!
SUNSHINE DJ
PRODUCTIONS

815-609-7827

sunshinedjs@sbcglobal.net

www.sunshinedjs.com

Featuring Bill Okel

1250 Lasser Dr., Plainfield, IL 60586

BAR/BAT MITZVAH PLANNING WORKSHEET

Congratulations on your upcoming Bar/Bat Mitzvah Celebration! We hope you will find these worksheets to be a valuable resource in planning your important day. Use them as a guide to help you in the decision-making process and feel free to call me or e-mail me with any questions. We will customize the affair to realize your vision. I look forward to working with you on this special, exciting celebration!

Bill Okel

Affair Date: _____ Affair Hours: _____ Mitzvah Child: _____

Parents: _____ PH# _____

Address: _____

Reception Hall: _____ Maitre' D: _____

Address: _____ PH# _____

Approximate # Guests: _____ # Children < 15 years old: _____

Comments: _____

COCKTAIL HOUR

Cocktail Hour Start Time: _____ Music Type: _____

Location / Room: _____

Option: Cocktail Hour can be held for adults in separate room while young people are enjoying games & entertainment in another room.

Comments: _____

RECEPTION

Reception Start Time: _____ Location / Room: _____

Comments: _____

THE GRAND ENTRANCE / FIRST DANCE / HORA

Will The Mitzvah Child make a Grand Entrance by themselves or with others?

*** Listed exactly how names will be announced.

Music For Introduction: _____

THE GRAND ENTRANCE:

1st Grand Parents: _____

2nd Grand Parents: _____

Aunts & Uncles: _____

Parents: _____

2nd Set Of Parents (if divorced, etc.) _____

Brothers: 1) _____ 2) _____

Sisters: 1) _____ 2) _____

MITZVAH CHILD: _____

THE FIRST DANCE:

First Dance Song:

Mother & Son: _____

OR

Father & Daughter: _____

* After 1 minute or so into the first dance, the honored family members who were introduced during the Grand Entrance will be invited onto the dance floor, followed shortly thereafter, by all the invited guests.

THE HORA

A great medley of fun traditional Horas will be played, sure to pack the dance floor!

WELCOME / TOAST by DAD : _____ or _____

THE PRAYERS

Who will do the prayers? _____

- Motzi – blessing over the Challah Bread
- Havdalah – prayer/singing that signifies the end of Shabbot (Holy Day)

Comments: _____

DINNER / GAMES

Games can be played with the young people, before and after dinner while the adults are dining. * See Game Show option and list of games attached. Please circle your choices.

Dinner Music Type: _____ (Played when everyone is dining)

Are Centerpieces to be given away by us? Yes / No Comments: _____

CANDLELIGHTING CEREMONY

*** NOTE: This ceremony will require 14 Songs for Bar Mitzvah & 13 Songs for Bat Mitzvah, one for each of the persons to be honored and one for good luck to the Mitzvah Boy/Girl. Please list the person(s) in the order to be called up and the corresponding music to be played. Proper order would be Great Grand Parents, Grand Parents, Aunts & Uncles, Cousins, Teachers, close Friends Of The Family, Friends, Siblings & Parents last. The Mitzvah Boy/Girl will say a poem or read a short paragraph for each person and then ask them to come up and light the next candle. A different song with special meaning will be played for each candle lit.**

*** Have someone take a picture of each candle lighting for memories!**

Please use the Candle Lighting Ceremony Worksheet on the next page. If you need some ideas for songs, you can go to my website and click on Song List, where there are about 1,000 popular song titles. Website: www.sunshinedjs.com

Comments: _____

CANDLE LIGHTING CEREMONY WORKSHEET

	<u>Person(s) To Light Candle</u>	<u>Song To Be Played</u>
1)	_____	_____
2)	_____	_____
3)	_____	_____
4)	_____	_____
5)	_____	_____
6)	_____	_____
7)	_____	_____
8)	_____	_____
9)	_____	_____
10)	_____	_____
11)	_____	_____
12)	_____	_____
13)*	_____	_____
14)*	GOOD LUCK DANCE w/ Parents _____	

Closing Circle Dance? Yes / No Song: That's What friends Are For

Requested Songs:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Songs Not To Be Played:

_____	_____	_____
-------	-------	-------

THE SHOWTIME FAMILY FEUD “GAME SHOW”

We offer an interactive “Game Show” that includes specialized “Family Feud” style face-off equipment, including a podium, microphones, “slap” buttons, sound effects & more! The kids & adults love it alike! Two teams of persons compete against each other responding to Trivia Topics or Theme Songs from TV & Movies (our favorite!) Everything is customized for the age group level. Provides fun & entertainment for the participants & those watching the fun competition! It is used effectively to entertain your young guests during the cocktail hour and during the latter part of dinner when the kids are done eating before the adults and requiring some fun activity! Have some fun prizes for the winning team for extra excitement! (There is an additional charge for this optional activity, but worth it!)

POPULAR PARTY GAMES / ACTIVITIES

- **BALLOON STUFFED SHIRT & TEAM RACE (Great!)** _____
- **MUSICAL CHAIRS SCAVENGER HUNT (A fun twist!)** _____
- **DRY ERASE BOARD CONTEST (Teams!)** _____
- **FREEZE DANCE (Even the losers participate)** _____
- **HULA HOOP CONTEST** _____

***Prizes will be needed for the winners of each game. A simple decorated box filled with candy and a hole in the top to fit one hand is all that is needed. If you would like to give bigger prizes, they see my Party Store below.

PARTY PROPS & GIVEAWAYS

There is nothing like Party Props & Giveaways to increase the participation on the dance floor and in the party games! You will find anything possible for parties, including Glow Items, Sunglasses, Hats, Blow Up Instruments, and anything else you can think of, including decorations for your party theme! You can order directly from my website: www.sunshinedjs.com click on the **Order Party Supplies** icon. Check with me before you order so I can make some recommendations and so that you don't over order.