



Boppers Events
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Info@BoppersEvents.com www.BoppersEvents.com

Bar/Bat Mitzvah Information Sheets

Thank you for engaging Boppers Entertainment to entertain at your Simcha!

This is your official confirmation. Please retain this material. We ask that you return it to us by mail, email or fax no later than one month prior to the event. These sheets will also guide you in the overall planning of your special day!

Party Info

Date Of Reception: _____ Starting Time: _____ Ending Time: _____

Bar/Bat Mitzvah For: _____ Nickname: _____ Mom: _____ Dad: _____

Home Address: _____ Email: _____

Contact Numbers: Home: _____ Work: _____ Cell: _____ Fax: _____

Siblings Names and Ages: _____

Of Guests: _____ # Of Adults: _____ # Of Boys: _____ # Of Girls: _____ Theme: _____

Banquet Facility:

Name Of Reception Hall: _____ Phone: _____ Contact Person: _____

Address Of Facility: _____

Party Staff:

Photographer: _____ Videographer: _____ Caterer: _____

Grand Entrance: Yes No Please List Who Will Be Introduced In Order Below

1) _____ 2) _____ 3) _____ 4) _____ 5) _____

Motzi Over The Challah? Yes No If Yes By Whom: _____

Will There Be A Toast? Yes No If Yes By Whom: _____

May We Do A Hora At The Start Of The Party? Yes No After Candle Lighting _____

Who Will Be Lifted In The Chair? _____

Special Song For Bar Mitzvah Son And Mom/Bat Mitzvah Girl And Dad? Yes No

Song Title: _____ Artist: _____

Game & Dance Requests

Please fill in your desired games / competitions and interactive group / line dance requests in the lines below.

Games / Competitions

Interactive Group / Line Dances

Song Requests

Briefly describe what type of music the Bar/Bat Mitzvah guest of honor would like played:

Briefly describe what type of music you would like played for the adults at the party:

Lunch/ Dinner music :

Standard Jazz Upbeat Modern Other (specify): _____

Candle Lighting Sheet

Please note that there is no set number of candles. Most people use 13, with an extra "good luck" candle. There is no law or tradition to determine how many special people are called up for the ceremony; it is totally up to you.

The recommended order is grandparents followed by the eldest relatives, aunts, uncles, cousins, followed by parent's friends/co workers, family friends, neighbors, followed by child's friends/classmates/camp friends. Next to last should be siblings (preferably each getting their own candle) with parents last. If there is a good luck candle this should follow after the parents and be lit by the Bar/ Bat mitzvah guest of honor. If there is a memorial candle for someone who is no longer with us, that candle should always go first.

**KINDLY LIST NAMES WITH THEIR RELATIONSHIP
TO THE BAR MITZVAH BOY / BAT MITZVAH GIRL**

REQUESTED SONG

1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____

If you choose not to select a separate song for each person, let your MC know and we will play upbeat music to compliment each call up.

Additional Information

Every party is unique. Whether you are looking for a high energy non-stop dance party or more of a laid back (conservative) event, your MC will work with you to create the perfect reception and custom cater everything to your liking.

The entertainment at a party should coincide with the caterer/venue's schedule. This is the ideal way to make sure things run smoothly for everyone. Feel free to discuss any questions or concerns with your MC, who can offer the best advice to devising a schedule that creates the perfect flow to your party.

We urge you to discuss all the elements and parts of your event with your MC in detail.

Examples:

- The overall mood that you would like the party to have
- The type of music to be played at the party as well as any song requests. Include these on the previous page and any additional requests may be emailed to Info@BoppersDJs.com with your last name and event date. We will get this information to your MC and DJ
- Type of crowd (i.e. big dancing crowd, lots of games, etc.)
- Time line of events (schedule)
- If you would like any special announcements to be made such as birthdays or anniversaries

Once these sheets have been completed, please send these back by mail, email attachment or fax. These information sheets will be filed here at our office with your contract. Your MC will be in touch some time during the week prior to your event to go over all these final details.

Should you have any questions or concerns regarding your upcoming event feel free to contact us at our office!

Boppers Entertainment

Phone (Toll Free) 866.865.3535

Direct 860.757.3270

Fax 860.757.3277

Email Info@BoppersDJs.com