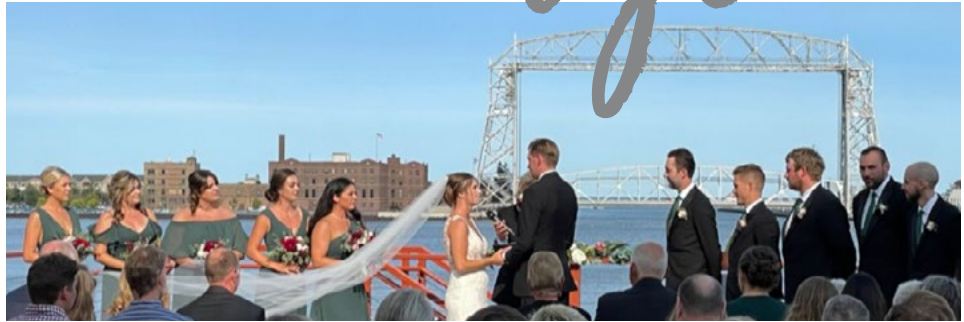


Weddings by





NOTES

Soon to be

One

About you & your day

Two

You're engaged, now what?

Three - Four

Tips, tricks & websites

Five

About us

Six

About our services

Seven

Timeline examples

Eight

Meet the team

Nine - Ten

Wedding checklist

Eleven

Contact us

Twelve

Did you know?

We are so glad you're here!

This interactive pdf has links to help you get what you need easily.

This table of contents is linked to take you to the page you need.

There are websites on some of the pages as well, the links will open for you, but you don't have to.

To return to this table of contents page just click our logo at the bottom of each page!



All about YOU & Your Day

We make YOU shine!

Your day should be a reflection of you and the love you share. The look and feel of your day is important. You look to your family and friends for guidance because they know you the best.

That's why we spend 40+ hours with our couples. We want to get to know you. Help you bring your one of a kind love to life. And give you piece of mind knowing that we've got everything under control.

*Love is
what happens
when two hearts
find their happy
place right beside
each other.*



When it comes to your day, we focus on

3 main goals:

First, we want it to be personal.

We want to bring the “you” out in your day.

Second, we want your guests to feel like part of your day.

Let's get them involved. Not in an embarrassing way, but in a fun, inviting way.

Lastly, we want it to be stress free.

Putting that 40+ hours of planning to good use and combining it with our expertise to make sure that every last little detail is double and triple checked.

All with the goal of leaving you and your guests speechless!



You're engaged! *Now what?*

1 BUDGET

Decide on an overall budget. This may fluctuate throughout the planning process, but it's good to have a budget in mind to start with.

2 WANTS

Make a list of things you want at your wedding; music, flowers, decorations, lighting, photographer, etc. Put them in order of most important to least important to you.

3 ADVICE

Talk to your married friends and family. Ask them what was important, what they loved and what they wish had gone better or they wish they would've spent more time/money on.

4 QUESTIONS

Have your friends help and ask the vendors you're interested in those questions. Asking questions and doing proper research at the beginning will help eliminate vendors that don't fit with your vision. This one is important because every vendor in every category have different styles, experience levels, options, etc. Some photographers have a more classic look, some more modern. Some do mostly posed, while others do mostly candid. Same with DJ's; some are really good emcees, some are really good music mixers, some have experience but not training, some are trained, but not experienced. Some offer it all and more, some have none of it. Some vendors this is their main job, some it is their side job. Meaning you're not their top priority. ALL could have the same or similar pricing. Booking vendors by simply getting quotes and going with the cheapest vendor who offers the most "stuff" is one of the biggest mistakes couples can make. simply getting quotes and going with the cheapest vendor who offers the most "stuff" is one of the biggest mistakes couples can make.

5 REACH OUT

Call, email, meet with vendors. Narrow it down to your top three of each. You may not need to worry about all the vendors at once. Focus on the top 5/6: ceremony site, reception venue, DJ, officiant, photographer, (caterer if not booking a venue with in house catering). Those five book the earliest and fastest. If you know what direction you're going in other areas, absolutely knock those out as well. Just will mean less chaos and more peace of mind later.

6 DECISIONS

If you haven't met with any of vendors yet or done a walkthrough or looked at portfolios, make sure you do! Ask your top three from each why you should pick them. Sit down together and one by one decide on who you're going to go with. Don't let the other finalists know just yet just in case. Good to have a backup until the one you chose is secured.

7 BOOK IT!

This seems obvious, but there's a caveat, 99% of vendors you book with are going to require a signed contract and deposit to secure the date. So, as you are deciding on a budget and doing your research, start setting aside chunks of money for this step. On average, deposits range from \$250-\$500. Which means that from the top 5 list, you'll want to have \$1,250-\$2,500 stashed away by the time you're ready to book each. Having everything ready to go means that you can knock out the booking process right away and not lose out on a vendor you really wanted because someone else was able to pay the deposit before you. Most vendors book by the rule "first come, first serve". Be the first!

Tips, tricks and websites!

We have many ways for YOU to \$AVE money!

FLOWERS

- Certain flowers can be ordered from Sam's club
- Ask florist for price quote on just the flowers not including labor. (Most flower shops quote including labor)
- Make your own bouquets using YouTube instructions to save extra
- Bridesmaids' bouquets consist of 1-2 dozen flowers and bride's bouquet consists of 2-4 dozen flowers
- Savings for doing them yourself and ordering just the flowers from florist can be hundreds.

SAVE ^{THE} DATES

- Some folks like them but if you're on a tight budget... Very much a waste of time and money. Guests don't plan that far ahead. Instead, choose a free alternative like the free website offered on TheKnot.com to spread the word and send out invites when the timeline suggests.

CEREMONIES

- State parks range from \$60 - \$150
- Unity Ceremonies can also include: Stone ceremony, tie a knot (with rope) ceremony, wine box ceremony, sand ceremony, candle ceremony etc.
- Nicer halls can double as a ceremony site as well.



DRESSES & TUXES

- Buy Local
- Save scraps from bridesmaid dress alterations to make into perfect matching pocket squares for groomsmen (saves \$20 per groomsmen)
- Order dresses and tuxes 3-4 months out

DECORATIONS

- Cake cutting knife and serving set as well as toasting flutes can be bought through orientaltrading.com for a fraction of the price and engraved. You will only use them once so why waste money.
- [Orientaltrading.com](http://orientaltrading.com), Hobby Lobby, antique stores, dollar stores, partycity.com are all amazing places to get decorations and centerpiece items. They can look just as good if not better for a third of the price and only a little elbow grease and some hot glue is required.
- Don't over decorate! Think about where your guests will be looking and create focal points based on that. Remember they will be looking at other guests across from them at the table, you at the head table and the dance floor area. Most guests don't walk around a room staring at the ceiling or the floor so don't waste your time.
- Remember that guests will want to chat with other guests at their table so create your centerpieces with that in mind. Either low enough for them to see over or skinny enough for them to see through.

continued
next page



Tips, tricks and websites! continued

We have many ways for YOU to \$AVE money!

RECEPTION HALLS

- Find a hall that suites your needs but that is also excited to work with you. If they're not excited or seem side tracked or don't like your idea's they are not worth your time. Remember they work for YOU.
- Find out when you have the hall and how early you can get in.
- Make sure what you want to do is ok with them as far as decorating
- Ask about extra's: cocktail hour snacks, free punch and coffee, chair and table linens, centerpiece items, gift opening room, bridal suite, free suite for the night of etc.
- Do they allow outside catering? If not schedule a tasting with their onsite catering before booking.
- Make sure to ask about discounted meals for kids 12 and under and don't count kids 3 and under in your meal counts. This will save you hundreds!
- Plan the meal to start no later than 2 hours after your ceremony. Your guests, having known that there will be a big meal, will more than likely not eat all day and will be very hungry by the time the reception starts.

DESSERT

- Options include: cake, cupcakes, chocolate fountain, candy buffet, cupcake vending machine, fruit bar, hot chocolate bar, veggie buffet (for health conscience) etc.

INVITES

- You can go fully hands on with publisher and photo shop or order them through cardsandpockets.com at varying states (precreased, card stock only, printed and creased or completely done) Our recommendation is to buy just the pre creased pattern and do some test printing. You will get \$1200 dollar invites for \$350.
- Look for fun and free wedding games that you can design online and print on the back of your wedding programs to give kids something fun to do.
- Invites should go out at least 3 months before, if not earlier, for better results. Not more than 6 months out as you run the risk of people forgetting.
- Create an excel of your guests and number them, then add their corresponding number on the back of their RSVP so you know who they are and how many will attend as most people will not put their names on it.
- Pre stamp and address the RSVP envelopes. This will ensure you get all of them back. Many guests may not have a stamp handy and may forget to return the rsvp simply because they didn't have the stamp at the time and forgot about it.

GIVE AWAYS

- Great in theory, Not so great for a tight budget. Find things that relate to your personality that can be bought for cheap or made. Candy bags are a waste and the only ones that will take them are kids and they will spread them everywhere. Using a vendor for candy buffets as a cake alternative is much better as they can control where the candy is going and to whom.

PHOTO BOOTHS

- Ask your photographer to bring in a 2nd shooter to shoot the photo booth. They may also have a nice back drop they can provide as well. Or if you have an I-pad, get the "wedding booth" app and let it run itself all night! Props can be bought at orientaltrading.com or partycity.com for around \$25.00. The dollar store is also a great option as well.

About us -



We are just a small family from Duluth who love to have fun!

(With 10 plus years of wonderful weddings under our wings!)

There's a lot of cool things about us that sets us apart from most. Hopefully these quick points will give you a good idea!

ZERO MIDDLE MEN!

We're family owned and small! No salesperson promising you all sorts of stuff. You meet with, get to know and book with your DJ! Sweet!

MEETING & PLANNING WITH YOU IS OUR JAM

We love meeting and planning with you face to face! And since we love to have fun, meeting is a blast! We spend 40+ hours with you one on one. Most companies give you a one hour phone call the week of... Sad face...

- Speaking of meeting, we help you plan every part of your day! We've done this awhile and we put our knowledge, training and experience to work for you helping you plan every part of your day! And when your day arrives, we act as day of coordinator too. The other guys just make announcements when asked and play music. Forcing you to hire a day of coordinator. Or worse yet, having to ask a family member or friend to do it.

WE ARE TRAINED & EXPERIENCED

Oh, and about that training and experience thing... that's one area we don't mess around. You've got a lot invested in the day! Is it too much to ask that one

of the biggest parts of your reception be well trained and good at their job too? Classes, courses, seminars, conferences all put on by leaders in the industry. These are the types of things we attend frequently. Most others are shown how to operate the equipment and sent on their way. Don't let them learn at your once in a lifetime event.

- The best part of all this is you have someone who's trained, experienced and who takes the time to get to know you and spend time working with you. Together, we can create an extraordinary one of a kind wedding that is uniquely you! Let's create sweet, fun, romantic, exciting or tearfully amazing moments all throughout your day. And let's invite your guests to be a part of it all! Other companies just can't do that. They're either hobbyists who have a full time job and you're not their main priority or big companies that have to keep it plain, simple and cookie cutter so it can be planned last minute and anyone can do it.... Insert next couples names here.

WE ARE ABOUT THE TECH & TUNES

- Lastly, we round all of this out with constantly upgraded and new equipment, ever growing music library, insurance, planning tools and more! Always staying on the cutting edge of the latest trends and equipment.





Our service

Every couple, every love is different. Your day should reflect who YOU are as a couple.

You've taken the time to invite the most special people in your lives to celebrate that day with you and we want to help you tell your story the best way! Without limitations on how it looks and feels.

Our all inclusive services are designed to create a success for your day.

We begin by helping you discover the elements you want and then assist you as you decide if you need those pieces. Whether it's food, beverage, venue, photographer or even things like invites or bridal bouquets. Not to mention where, when and how things should go and flow!

Next, we work with you to create different feels and personalizations throughout the day. What do you want this part of your day to look like, feel like? How do you want your guests to feel and respond? Do you want them involved?

Lastly, we act as "day of" coordinator, host, emcee and dj to pull everything together that you've planned to create a truly one of a kind wedding for you and your guests.

Need more time? Less?

Need more sound coverage? An Officiant?

Whatever your needs are, we'll take care of it. All inclusive means just that.



Let's create something amazing together, leaving you and your guests speechless!

Timeline examples

Yes! YOU tell us how you want your day

There is no right order for a wedding or reception. It's actually more about the timing. Events and traditions can be placed any way you want! Do you want pictures before with everyone? Do you want to do your first dance immediately after entering the reception hall?

There are so many options and ways to customize your timeline. Here's a few examples of the more common ones. We'd love to help you create yours!

And don't worry, we'll handle the timing.

1

ALTERNATIVE TIMELINE 1

4:00– Ceremony
4:45–5:45–
Cocktails & Mingling
@Ceremony Site
5:30– Toasts
6:00– Hors D'oeuvres
@ Reception Site
7:00– Cake Cutting/Dessert
Served
8:00–8:30– First Dance,
Father/Daughter Dance,
Mother/Son Dance, Bridal Party
Dance
8:30– Dancing begins
9:00– Dollar Dance
10:00– Garter & Bouquet Toss
11:55– Last Song of the Night
12:00– Reception Ends

TRADITIONAL TIMELINE

Typical Timeline

Before 12:00– Getting Ready
12:00–2:30– Pictures
3:00–3:45– Ceremony
3:45–4:00– Receiving Line
4:00–5:00– After Wedding
Photos
5:00–6:00– Cocktail Hour
5:50– Grand Entrance
6:00–7:30– Dinner
7:00–8:00– Toasts/Cake
Cutting/Dessert
8:00–8:30– First Dance, Father/
Daughter Dance, Mother/Son
Dance, Bridal Party Dance
8:30– Dancing begins
9:00– Dollar Dance
10:00– Garter & Bouquet Toss
11:55– Last Song of the Night
12:00– Reception Ends

2

ALTERNATIVE TIMELINE 2

5:00–6:00– Cocktail Hour
5:45– Grand Entrance
5:55– First Dance
6:00– Cake Cutting
6:05–7:30– Dinner
7:00–8:00– Toasts/Dessert
Served
8:00–8:15– Father/Daughter
Dance, Mother/Son Dance,
Bridal Party Dance
8:15– Dancing Begins
9:00– Dollar Dance
10:00– Garter & Bouquet Toss
11:55– Last Song of the Night
12:00– Reception Ends





Meet the **team** *Awww - look at us!*

I LOVE what I do!

There are a lot of things I could tell you about.

Like all of the classes, seminars, and workshops I've taken. The thousands of weddings and events I've helped put on over the last 15+ years.

Or even the ways I've given back to the community through volunteer work, family events, workshops I've taught, and other DJs I've helped train.

But at the end of the day, what I hope people see is the passion. The passion I have for what I do, the passion I have for the DJ industry and most of all, the passion I have for the amazing couples I get to work with to help make their day better than they thought was even possible.

Passion and care is what I bring to the table.

And I think that shows.

-Mark



Love is at the center of everything I do.

I love music, our 4 amazing children and of course my husband.

What I love most is how well we work together as a team.

We compliment each other perfectly. He has an idea and I'm able to bring it to life. And although I don't get to join him on the road as much, I am responsible for a lot of the behind the scenes things. From communicating with couples, helping them plan, to all the information. Like the website, apps, business cards and even this booklet you're reading.

I help make everything look and feel polished and add the feminine touch to help bring the complete vision to life.

- Alayna

Wedding checklist ~

Who doesn't love checking off a list?! #planningsatisfaction

12+ months to go

- Choose a wedding date; Discuss & choose the style and formality of your wedding
- Put an announcement of your engagement in the local paper(s)
- Decide on a wedding budget
- Select a ceremony location and reception site
- Start shopping for a wedding gown

10 months to go

- Select your bridal party and request their participation
- Interview and hire wedding officiate, caterer, photographer, (and/or videographer)
- Interview and hire a DJ (Call Diamond M.C. Entertainment)
- Decide on bridesmaids dresses
- Start compiling names and addresses for the guest list
- Sign up for a gift registry

6 months to go

- Obtain marriage license (Every state has its own laws)
- Finalize the guest list
- Arrange accommodations
- Select your wedding cake
- Begin preparations for your honeymoon.

4 months to go

- Book your florist
- Shop for your wedding bands

3 months to go

- Send out your invitations
- Select tuxedos
- Arrange for rental of items needed
- Discuss finalized menu options and costs with your caterer
- Arrange transportation for the wedding party to the ceremony and reception
- Order wedding favors and ribbons
- Shop for bridal party gifts

2 months to go

- Choose your wedding music and share your selections with your DJ
- Select a location for your rehearsal dinner and make reservation
- Schedule your alterations and final fittings for the gown
- Schedule fittings for the bridesmaids and flower girl
- Make arrangements for your "pre-wedding parties"
- Confirm your order with the florist

1 month to go

- Design and print your wedding program
- Have final gown fitting
- Choose all of your wedding accessories
- Visit your hair stylist and make-up artist
- Discuss and finalize details with wedding service providers

1-2 Weeks to go

- Call any guests that haven't sent back their response card
- Give the caterer a finalized head count
- Give your DJ a final list of songs
- Confirm rehearsal plans with your officiate
- Confirm all rental and floral delivery dates and times
- Organize your wedding day attire, make sure to try everything on and it fits perfectly
- Confirm honeymoon reservations, pack and gather all necessary documents
- Confirm reservations for the rehearsal dinner
- Pick up formal wear. Be sure to try everything on & make sure all your accessories are together



Wedding checklist ~

Who doesn't love checking off a list?! #planningsatisfaction



Day Before

- Go through your list of things and make sure all of your bases are covered
- Pack your wedding day emergency kit
- Get a manicure and pedicure
- Take a steamy relaxing bath; have a relaxing massage
- Put wedding attire and accessories together
- Try to get a good night's sleep!

Wedding Day!

- Eat something! It helps with the "Pre-wedding jitters" to have something in your stomach
- Get your hair and make-up done (wear a button up shirt to keep everything perfect)
- Have someone check the reception site (as early as possible)
- Enjoy, you've worked hard!!
- Most importantly... If anything doesn't go according to plan don't worry; your guests probably won't even notice the difference or else they will be understanding and forgiving

Contact us *We are here for you, always!*



General Information:

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Mark Cpin ~ Owner/Master of Ceremonies:

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Email: Mark@diamondmcent.com



Did you know? Fun & random wedding facts!

- In many cultures, the groom historically often kidnapped the bride, and the groom's friends would help him, leading to the modern-day groomsmen. At the altar, the groom always stood on the bride's right side so his right hand—or his sword hand—would be free to fight/defend a jealous rival
- Queen Victoria started the white wedding dress trend in 1840 – before then, brides simply wore their best dress.
- An old wives' tale dictates that if the younger of two sisters marries first, the older sister must dance barefoot at the wedding or risk never landing a hubby.
- The largest ever wedding was a Jewish ceremony in Jerusalem in 1993, which 30,000 people attended.
- Guests in ancient times would tear off part of the bride's gown as tokens of good luck, leading to the tradition of the bride throwing both her garter and her bouquet



- Rain on your wedding day is actually considered good luck, according to Hindu tradition. That bodes well for weddings in the North East!
- Most expensive wedding ever? The marriage of Sheik Rashid Bin Saeed Al Maktoum's son to Princess Salama in Dubai in May 1981. The price tag? \$44 million
- For good luck, Egyptian women pinch the bride on her wedding day.
- Rings are worn on the fourth finger of the left hand because it was once thought that a vein in that finger led directly to the heart.
- The tradition of a wedding cake comes from ancient Rome, where revelers broke a loaf of bread over a bride's head for fertility's sake.
- Seventeen tons of gold are made into wedding rings each year in the United States



Let's get
STARTED

We'd love to chat with you!

Visit our website and schedule a free in person consult
right from the home page!

We can't wait to meet you!



Diamond M.C.
Entertainment

