

# Party Check List

Groove Essential's goal is to anticipate and satisfy any specific needs for your special occasion. Therefore, we've compiled a party checklist to help you in your planning.



- ☐ Do Not settle for less than you want. The average customer only buys a band once or twice in their life time. Be sure you have exactly what you want as the entertainment can make or break your event.
- ☐ Prioritize Your Entertainment Budget: If the entertainment is the most important or the least important element of your event, spend accordingly. Clients often say, "As long as there is a great band and plenty to drink, it will be a great party"!
- ☐ Understand Your Goals: Whether you are doing a new product rollout or trying to entertain a wide variety of guests at a reception or fundraiser, convey your message to your event planner or entertainment consultant. Groove Essential will gladly modify their show and songlist to suit your needs.
- ☐ Lay out Your Event Properly: The importance of properly locating the stage, dance floor, bars, buffets, tables, etc., cannot be overstated. For example, if the band is in one room and the mixed beverages are in another, you will hinder the success of your party.
- ☐ Know how You want Your Event to Flow: This is about the timeline of your event. Do you need a trio to play during dinner, Groove Essential can gladly supply that? Do you want strings to perform outside as the guests arrive, Groove Essential routinely works with string ensembles and can supply contact names or book the strings as part of our package.
- ☐ Song Selection: With enough advance notice, the band will be glad to learn special songs for your event, and if you have a preference for one or more styles of music, the band can design the show in that direction. The band will also gladly not play anything you do not like
- ☐ Prepare to Party! Now that everything has been carefully planned, and you have surrounded yourself with experienced professionals who are adept at flexing with the unforeseen.

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