

Scott Patrick Photographer's  
**Wedding Day Worksheet**

Wedding Date \_\_\_\_\_ Job No. \_\_\_\_\_

Bride and Groom's Future Address

\_\_\_\_\_

Bride and Groom's Future Phone Number and E-mail Address

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Bride's Information**

**Groom's Information**

Name \_\_\_\_\_

Name \_\_\_\_\_

Mother \_\_\_\_\_

Mother \_\_\_\_\_

Father \_\_\_\_\_

Father \_\_\_\_\_

Grandparents \_\_\_\_\_

Grandparents \_\_\_\_\_

\_\_\_\_\_

Siblings & Their Spouses

Siblings & Their Spouses

1. \_\_\_\_\_

1. \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

5. \_\_\_\_\_

Family situations to be aware of (divorces, etc):

Family situations to be aware of (divorces, etc):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

To help the formal portrait session flow more smoothly, please assign an assistant from each of your families to gather family members at the scheduled portrait time (see reverse for schedule). Please inform these people who will be needed for portraits and any specific groupings and portraits we will be photographing.

Bride's Assistant \_\_\_\_\_

Groom's Assistant \_\_\_\_\_

**Bridesmaids**

**Groomsmen**

Maid of Honor \_\_\_\_\_

Best Man \_\_\_\_\_

2. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

7. \_\_\_\_\_

Flower Girl \_\_\_\_\_

Ring Bearer \_\_\_\_\_

Junior Bride \_\_\_\_\_

Junior Groom \_\_\_\_\_

Ushers \_\_\_\_\_

**Where bride will be morning of wedding:**

**Where groom will be morning of wedding:**

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

City \_\_\_\_\_

Phone \_\_\_\_\_

Phone \_\_\_\_\_

*Please fill out both sides of this worksheet and return to Scott Patrick no later than 30 days before your wedding. Please include an invitation, maps or any other important information. Send to:  
**Scott Patrick Photographer, 1917 Empire Drive, Waukesha, WI 53186***

# Wedding Day Schedule

§ **Begin photography at** \_\_\_\_\_

Address \_\_\_\_\_ Time \_\_\_\_\_

§ **Ceremony to be held at** \_\_\_\_\_

Address \_\_\_\_\_ Time \_\_\_\_\_

§ **Formal portraits at** \_\_\_\_\_

Address \_\_\_\_\_ Time \_\_\_\_\_

§ **Reception to be held at** \_\_\_\_\_

Address \_\_\_\_\_

Cocktails at \_\_\_\_\_ Dinner at \_\_\_\_\_ Cake cut at \_\_\_\_\_ Band begins at \_\_\_\_\_

**Receiving line:** After ceremony Before reception None No. of guests \_\_\_\_\_

**Guest attire:** Business Black tie **Accommodate photographer for dinner?** Yes No

**Photography Coverage Options:** All B&W Mostly B&W w/Color Highlights  
All Color 50/50 @ Photographer's Discretion

**Image Catalog (select one)** Standard Enlarged 3x5 & 5x5 inch prints  
*Consult your contract for details* (Included) Extra Charge Extra Charge

**On-line viewing: How would you like to inform your guests about your wedding images on line? (select one)**

Please provide information cards at: Each Place Setting A Reception Table

§ **Special Requests/Instructions** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Often times it is helpful for me to contact other professionals involved with your wedding to get some additional information or to offer them some photographs of their product or location. Your help is greatly appreciated.

Wedding Coordinator \_\_\_\_\_ Phone \_\_\_\_\_

Clergy \_\_\_\_\_ Phone \_\_\_\_\_

Dressmaker \_\_\_\_\_ Phone \_\_\_\_\_

Florist \_\_\_\_\_ Phone \_\_\_\_\_

Reception Coordinator \_\_\_\_\_ Phone \_\_\_\_\_

Baker \_\_\_\_\_ Phone \_\_\_\_\_

Musicians/Band \_\_\_\_\_ Phone \_\_\_\_\_

**For Office Use Only:**

Photographer \_\_\_\_\_ Rate \_\_\_\_\_

Extras \_\_\_\_\_

Coverage No. \_\_\_\_\_ Hours Contracted \_\_\_\_\_ Album Pages \_\_\_\_\_

Begin Shooting at \_\_\_\_\_ End Shooting at \_\_\_\_\_ Miles Traveled \_\_\_\_\_

Client authorization for additional hours \_\_\_\_\_ Time \_\_\_\_\_ No. of Additional Hours \_\_\_\_\_

Film Type \_\_\_\_\_ Film Type \_\_\_\_\_ Film Type \_\_\_\_\_ Film Type \_\_\_\_\_

Rolls Brought \_\_\_\_\_ Rolls Brought \_\_\_\_\_ Rolls Brought \_\_\_\_\_ Rolls Brought \_\_\_\_\_

Rolls Used \_\_\_\_\_ Rolls Used \_\_\_\_\_ Rolls Used \_\_\_\_\_ Rolls Used \_\_\_\_\_

1<sup>st</sup> Deposit \_\_\_\_\_ Date Paid \_\_\_\_\_ 2<sup>nd</sup> Deposit \_\_\_\_\_ Date Paid \_\_\_\_\_

Notes \_\_\_\_\_

\_\_\_\_\_