



Entertainment & Music

Tips For Choosing Your DJ
Disc Jockey Interview Worksheet
DJ Comparison Worksheet

Tips For Hiring Your Disc Jockey

This will probably be your first time that you have had the task of hiring a DJ for an important event such as your wedding. So how do you find the right DJ for you?

We have compiled a list of important questions that you should ask when interviewing your potential DJ company.

Are you available on my specific date?

There's not much point in pursuing your potential DJ if they are already booked for your chosen date.

Do You Provide A Written Agreement?

It is very important to confirm your booking in writing. Terms should be clearly defined to avoid future problems.

Are You Insured?

Be confident that the DJ you hire will show up for your affair! Insurance will give security & protection to you and your guests, as well as the DJ and his expensive gear!

Are you AVLA Licensed?

Are you licensed by the AVLA (to 'LEGALLY' play re-recorded music)? The DJ you select, if he or she uses compilation self-recorded or non-store purchased compact discs, should be licensed by the music industry to use their discs. Ask the DJ to show you the AVLA License before hiring them to work your function. This license is required by law if they are using burned Cd's or MP3's from a hard drive. It is also enforced by some banquet halls and hotels. For More info check out the website at www.avla.com

Are you a member of any DJ association or organization?

Not being a member of a DJ organization does not necessarily mean they are not a good DJ, however these association have been formed to ensure all member companies meet and exceed minimum standards in terms of quality and professionalism. DJ Associations are concerned with maintaining a high standard of quality in performance and business ethics in order to ensure that you, the customer, receives the best possible music service for your function.

DJ associations are also great place to start your search for the perfect entertainment for you. All the DJ association's will have their member companies listed by province and region. You can rest assured that all member companies have met or exceeded the standards set forth by that particular association.

Some very reputable & national DJ associations include

Canadian Disc Jockey Association — <http://www.cdja.org>
C.A.M.E.O - <http://www.cameodj.com>

How long have you been a DJ or how many years has your company been in business?

This is quite an important question, You want to make sure your chosen DJ is around come the day of your wedding. Remember, experience can not be taught.

Do You Have Backup Equipment and DJ's?

Even professional audio equipment can fail on occasion, don't let this put an early end to your affair. Make sure there is backup equipment and be sure there is a back-up DJ should an emergency or case of illness occur.

Is Your Equipment of Professional Quality?

There is a difference between home audio and professional road-worthy equipment. The equipment a DJ uses should be built to go on the road each and every day!

Will You Listen To and Play My Music Suggestions?

Many DJ's are of the opinion that they know what music is best for their audience and won't take requests. The DJ should listen to requests and play them whenever appropriate.

Will You or your DJ Dress Appropriately at My Affair?

It is important that your entertainer look the part by dressing formal or semi-formal, according to your preference. Themed events and picnics require different attire.

Will You Play The Music At An Appropriate Level?

The biggest concern voiced by prospective clients is the volume level of the music. A professional DJ knows to keep the volume at a level appropriate for the guests, especially during cocktails and the dinner hour.

Do You Do More Than Just Play Music at the Affair?

Most affairs involve more than playing music. It is important to have a DJ who is capable of playing the music, handle all of the announcements and help coordinate the affair.

Will You Listen to My Concerns and Input?

Of course— Your input and suggestions should be welcome!

It is important to find a DJ company that says yes to the above questions. Experience & quality are the most important factors in hiring your entertainment. You will never be sorry when you invest in quality.

Disc Jockey Interview Worksheet

Are you available on my specific date? _____

Do You Carry Liability Insurance? _____

What Kind of Media Do you Use? ie. CD, MP3's etc _____

Do you use downloaded or burned CD's? _____

If So, Are you AVLA Licensed? _____

Are you a member of any DJ association or organization? _____

How long have you been a DJ or how many years has your company been in business?

Do You Have Backup Equipment and DJ's?

Is Your Equipment of Professional Quality?

How will You or your DJ Dress at My Affair?

Will You Play The Music At An Appropriate Level?

Do You Do More Than Just Play Music at the Affair?

Will You Listen to My Concerns and Inputs?

Will You Listen To and Play My Music Suggestions?

What Kind Of Packages Do you Offer and How Much Are They?

Do you provide a Written Contract? _____

How Much is Your Deposit and when is it due? _____

When Is the Balance Due? _____

Do you offer any type of wedding reception planner to enable me to choose my music etc?

Disc Jockey Comparison Sheet

DJ #1

Name: _____

Phone: _____

e-mail: _____

Estimate \$ _____

Notes: _____

DJ #2

Name: _____

Phone: _____

e-mail: _____

Estimate \$ _____

Notes: _____

DJ #3

Name: _____

Phone: _____

e-mail: _____

Estimate \$ _____

Notes: _____

DJ #4

Name: _____

Phone: _____

e-mail: _____

Estimate \$ _____

Notes: _____

FINAL CHOICE

Name Of DJ _____

Address Of DJ: _____

e-mail: _____

Phone: _____

Budgeted Amount \$ _____

Actual Amount \$ _____

Deposit \$ _____

Balance \$ _____

Date Balance Due _____