

I | ILSA EVENTS
WEDDING PLANNER

A GUIDE TO BOOKING, PLANNING & DELIVERY
DJ & PRODUCTION



A Guide to Music, Sound, Lighting, and Technical Delivery.

Your DJ and production team play a central role in shaping the atmosphere and energy of your wedding. Beyond music, they manage sound quality, microphones, lighting, and technical transitions throughout the day.

From ceremony audio and speeches to the evening celebration, their role ensures every moment is supported seamlessly, allowing your event to flow naturally while creating the desired ambience and experience.

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Importance & Role

Your DJ and production team are responsible for delivering music, managing technical equipment, and supporting the overall flow of your wedding.

Their role may include:

- Providing DJ services across different parts of the day
- Managing sound systems and microphones
- Providing and controlling lighting elements
- Supporting key moments such as entrances, speeches, and first dance
- Coordinating with your planner, venue, and supplier team
- Managing technical setup, operation, and breakdown

Some suppliers provide DJ-only services, while others offer full production, including lighting, staging, and technical design.

What Your DJ & Production Supplier Is Responsible For

Your supplier is responsible for delivering the agreed music and production services safely and professionally.

This typically includes:

Music and DJ services

- Playing music aligned with your preferences and event flow
- Managing key moments such as entrances, cake cutting, and first dance
- Reading the atmosphere and adapting music accordingly

Sound and technical equipment

- Providing professional sound systems
- Providing microphones for ceremony, speeches, and announcements
- Ensuring clear, balanced audio throughout the event
- Providing backup equipment where appropriate

Lighting and production

- Installing and operating agreed lighting elements
- Managing lighting transitions throughout the event
- Ensuring safe and professional installation

Setup, operation, and breakdown

- Setting up equipment within venue access times
- Testing sound and lighting before guest arrival
- Managing equipment throughout the event
- Removing equipment safely after the event

What You, as the Client, Are Responsible For

To ensure your production team can deliver effectively, you are responsible for confirming your preferences and providing key information.

This includes:

- Confirming preferred music styles and atmosphere
- Providing key songs for special moments
- Sharing cultural or personal music requirements
- Providing your final wedding timeline
- Ensuring your supplier has venue access details
- Confirming contracts and making payments on time

Clear direction ensures your supplier can deliver an experience aligned with your vision.

Key Details That Must Be Confirmed Before the Wedding

To avoid technical or logistical issues, the following should be confirmed:

Music & Event Direction

- Music style and overall atmosphere
- Key songs for entrances, first dance, and special moments
- Cultural or traditional music requirements
- Any restricted or do-not-play songs

Sound & Technical Equipment

- Sound system provision
- Microphones for ceremony and speeches
- Audio support for live performers, if applicable
- Backup equipment availability

Lighting & Production

- Lighting included in your package
- Dancefloor and ambient lighting
- Lighting colour options and control
- Any additional production requirements

Setup & Logistics

- Venue access times
- Setup and soundcheck timing
- Power requirements
- Equipment breakdown timing



Timeline, Contracts & Financial Details

- Start and finish times
- Overtime policies and rates
- Payment schedule and deadlines
- Insurance and equipment responsibility

Questions You Should Ask Your DJ & Production Supplier

These questions help ensure clarity and confidence in your supplier.

Music & Experience

- How would you describe your DJ style?
- How do you adapt to guest energy and atmosphere?
- How flexible are you with requests on the day?
- Are you experienced with cultural or traditional music?

Sound & Production

- What sound and lighting equipment is included?
- Do you provide backup systems?
- How do you manage technical issues if they arise?
- What power access do you require?

Setup & Coordination

- What time do you require access for setup?
- How long does setup take?
- Will you be present for the full event?
- How do you coordinate with planners and venues?

Contracts & Practical Details

- What is your payment schedule?
- What happens if the event runs later than planned?
- Are there any additional costs?
- Are you fully insured?



Final Thoughts

Professional DJ and production services ensure your wedding feels seamless, immersive, and enjoyable for both you and your guests.

When music, sound, lighting, and timing are carefully planned and aligned, production enhances the atmosphere naturally and supports the overall flow of your celebration.

At Ilsa Events, we work closely with your DJ and production team to ensure every technical and musical element is thoughtfully coordinated and delivered to the highest standard.

