



# SUNDANCE PRODUCTIONS

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## BAR/BAT MITZVAH PLANNER



BAR/BAT MITZVAH FOR: \_\_\_\_\_ DATE: \_\_\_\_\_

DAD & MOM: \_\_\_\_\_

BROTHER: \_\_\_\_\_ AGE \_\_\_\_\_ SISTER: \_\_\_\_\_ AGE \_\_\_\_\_

BROTHER: \_\_\_\_\_ AGE \_\_\_\_\_ SISTER: \_\_\_\_\_ AGE \_\_\_\_\_

### SUGGESTED RECEPTION SCHEDULE

1. COCKTAILS..... Guests will start arriving at \_\_\_\_\_
2. HAVDALAH SERVICE.....  Yes, by \_\_\_\_\_  No
3. GRAND ENTRANCE.....  Bar/Bat Alone  w/Parents  Whole Family  None
4. HORA..... Hava Nagilah, and others
5. MOTZI.....  Bar/Bat Mitzvah  Rabbi \_\_\_\_\_  Other \_\_\_\_\_  None
6. KIDDUSH.....  Bar/Bat Mitzvah  Rabbi \_\_\_\_\_  Other \_\_\_\_\_  None
7. PARENT'S WELCOME SPEECH.....  Yes  No
8. LUNCH / DINNER..... Approx. Start Time \_\_\_\_\_  Buffet  Sit Down
9. GROUP PICTURE with Bar/Bat; then CONTESTS and GROUP DANCING
10. DESSERT.....  Cake  Dessert Bar  Served at table
11. VIDEO MONTAGE.....  Yes, Duration \_\_\_\_\_ min.  No
12. CANDLE LIGHTING CEREMONY (see below).....  Yes  No
13. MOTHER/SON or FATHER/DAUGHTER Dance .....  Yes  No
14. FRIENDSHIP CIRCLE / "SNOWBALL" DANCE.....  Yes  No
15. OVERTIME OPTION .....  Yes  No  Ask me 15 min. prior to end

Approx.  
total  
# of  
Guests...

How many  
under  
age 16?

### GAMES & CONTESTS (circle up to 5):

- LIMBO    MILLIONAIRE    HUGGY BEAR / BACK-TO-BACK    HULA-HOOP    NAME THAT TUNE/TV SHOW    21-RELAY  
 AIR-BAND    LIP SYNC    COKE & PEPSI    BALLOON STUFF    MUSICAL CHAIRS/GUYS    w/ SCAVENGER HUNT



### CANDLE LIGHTING CEREMONY



**INSTRUCTIONS:** Please select 13 family members and friends that you (Bar/Bat Mitzvah) will acknowledge and call to light a candle. Although the attached song selections are suggested, please feel free to indicate your own musical preferences. Music accompaniment should reflect the personality of the person(s) lighting each candle. Enter information on reverse side.