

I. SELECTING YOUR INVITATION

Your wedding or party invitation and accessories set the tone for your special event firmly establishing your style and taste. It is the first official message about the event, which a guest will receive from you, so make it special.

If this is a wedding, begin by determining whether you and your groom want a formal, traditional or more contemporary style wedding and make your invitation selection accordingly.

The traditional invitation is elegantly simple usually in black ink printed on a heavy white or cream colored card. The card may be either flat or folded with the printing traditionally on the front. The formal couple who loves tradition will find a wide array of suitable papers, plain or variously paneled, and be able to distinguish their personal style through the large selection of beautiful typestyles.

If you choose a more contemporary invitation, you have an immense selection of exciting possibilities. Many contemporary couples love the freedom modern invitations give to tailor the invitation uniquely to their personalities. If you have a theme or color scheme in mind (Garden Tulips, Gold, Silver...), look for invitations that echo this.

Last, but not least, determine your budget. Remember to include reception cards, response sets and thank-you notes (informals) in your calculations along with additional trousseau items like place cards, table cards, menu cards and so forth.

II. ORDERING

WHEN TO ORDER

Order your invitations as soon as your date, time and place have been confirmed. Three to six months before the ceremony is what most expert planners suggest. The more time you give yourself, the less harried you'll feel and the more carefully you'll make decisions. Give yourself or your calligrapher at least a month to hand address, assemble, and stamp the invitations and reply envelopes.

THE VALUE OF A PREVIEW

Look for a printer or on-line dealer who offers CheckMate™ Preview technology so that you can see an actual copy of your invitation – with all your custom changes – before you order. CheckMate™ lets you personalize the invitation of your choice with your own wording, ink color and lettering style, and then shows you an actual copy of your creation almost immediately! If your store does not offer CheckMate, ask the staff to request a paper proof from the printer before the ensemble is printed. There is usually a charge for each proof you order and it takes a few days to a week to receive. If you don't like what you see, you'll need to make changes and order another proof.

HOW MANY TO ORDER

To calculate the number of invitations to order, count one invitation for each of the following: a) couple (married or living together), b) family with children under 18, c) each child 18 years old or older and still living at home, d) single guest, e) fiancée/fiancé of a guest, and f) invited boy-or-girl friend of a guest. For example, in a house with one set of parents and five children (one child 17, one 14 and three children 18 and older), four invitations would be sent. One would be sent to the parents with the name of the 17 year old and the 14 year old on the line below the parents' names (on the only envelope if using a single envelope or on the inner envelope if using

a double envelope set), and one each to the three siblings 18 and older.

After calculating the number of invitations as noted above add approximately 25 invitations to your order: 10–12 more for keepsakes, plus extras for the last-minute guests (and there will be last-minute guests.) Reorders later can be costly. Also, depending on how large your order is, add 25 to 50 additional envelopes** in case of mistakes in addressing.

WHEN TO MAIL

Most established wedding planners agree that you should plan to mail your invitations six weeks before the wedding. Make sure you have one completely assembled invitation weighed at the post office to determine the correct postage. When you return with your invitations stamped and ready for mailing, ask to have them hand canceled. After all the care you put into selecting and addressing your envelopes, you'll want them to arrive in pristine condition for your guests' full enjoyment.

III.WORDING YOUR INVITATION

BASIC RULES OF ETIQUETTE

- 1.All phrasing is in the third person.
- 2.Punctuation is not used at the ends of lines (commas, periods, colons, etc.); however, commas are used within lines to separate the day from the date, the city from the state and a man's surname from "Jr./junior/II/III", etc.
- 3.No abbreviations are used. Either spell out a name or leave it out: "Mark Claude Manet" not "Mark C. Manet." Also, "Road", "Street", "Avenue", "Reverend", "Doctor", and all military titles should be spelled out. Exceptions are: "Mr." and "Mrs." Many etiquette specialists prefer that "junior" be spelled out. When it is spelled out, the "j" is not capitalized.
- 4.If both Mr. and Mrs. Smith are doctors, they can be referred to as "The Doctors Smith."
- 5.Days, dates, and times are always spelled out.
- 6.Only proper nouns are capitalized (names of people and places, cities, states, name of the day of the week, month name, etc.) Exceptions are the year line("Two thousand") or where the noun is the beginning of a new sentence or thought ("T" in "The favour of a reply is requested" or "Reception to follow")
- 7.Be consistent with your usage of "honour/favour" or "honor/favor." Traditionally the formal, British spelling with the "u" is preferred in proper wedding etiquette but whichever form you choose, use it in both words.
- 8.It is considered socially incorrect to write, "no children please" on the invitation or any part of the wedding ensemble. "Black tie" does not traditionally appear on the invitation. If the event takes place after six o'clock, your guests should assume that it is a formal event. If you are concerned, however, you may write "Black tie" as a right footnote on your reception card. Note: the "B" in "Black tie" is capitalized, but not the "t."
- 9.It is considered extremely socially incorrect to make any mention of gifts on invitations on the theory that we should expect nothing

from our friends except their presence, therefore never list where you are registered, the name of a charity for donations or your desire for money rather than presents. The only slight exception to this strict rule is for shower invitations where it is permitted to list the theme of the gifts ("Linens", etc.) but never where one is registered or any mention whatsoever of money.

TRADITIONAL WORDING, LINE BY LINE: (WEDDINGS)

1. Begin with the full, formal name(s) and title(s) of the event sponsors. These are not necessarily the people who are paying for the wedding. While the bride's parents traditionally sponsor a wedding, anyone can be a sponsor, including other relatives, the groom's parents, or the couple themselves.
2. Following the name(s) is the phrase "request the honour of your presence" for a service held in a house of worship. The variation "request the pleasure of your company" is used for a wedding held in any other location.
3. The next line reads "at the marriage of their daughter" or whatever the relation is between the sponsor(s) and the bride.
4. The bride's full name follows but often excludes her surname. If her last name is different from the sponsor name or both sets of parents are doing the inviting, include it; otherwise, omit it. If you use optional personal or professional titles (Ms., Miss., Dr., etc.), then include her last name.
5. Generally "to" is used on the line separating the bride's name from the groom's. The exception would be the use of "and" when both parents are doing the inviting or for a Nuptial Mass.
6. The groom's full name – first, middle and last – is next. If the bride uses a personal or professional title, so should the groom.
7. On the next line, spell out the day and date with the spelled-out number inverted before the name of the month and a comma separating the day from the date: "on Saturday, the first of May." Using "on" before the name of the day is optional but if you do, do not capitalize the "o."
8. Listing the year is optional. If you choose to do so, it appears on the line following the day/date line. Only the first letter of the first word

of the line is capitalized: "The year two thousand" or "Two thousand and nine."

9. On the line after the date comes the time. List this spelled out: "at six o'clock" with the word "at" preceding the time. You do not need to put "in the morning" or "in the evening" since it should be obvious but you may if you would like to and must if it is not obvious (for example, a sunrise wedding "at six o'clock" would be more likely to get people there on time if you said "at six o'clock in the morning"). In any case, never put "a.m." or "p.m." on a formal invitation.
10. The name of the place goes on the next line: "Grace Cathedral", "The Belser Arboretum" or simply the address if the wedding is in someone's home.
11. Listing an address for the place is optional (unless the wedding is in someone's home). If you do include it, place it on the line immediately below the name of the place.
12. Generally the last line lists the city and state, separated by a comma: "East Greenwich, Rhode Island." Note that you never put a zip code here.
13. If you are not using reception cards, you may include the information here as the last line of the invitation: "Reception immediately following", "Reception to follow" or "and afterwards at the reception." These sentences indicate that the reception is in the same place as the wedding. If it is not, reconsider ordering reception cards so that the important wording of your invitation will not be reduced in point size to accommodate the several extra lines of the reception information.
14. If you are not using response cards and envelopes, in the lower left hand corner include "The favour of a reply is requested", or "R.s.v.p.", and a response address; however, if you have a reception card, put the R.s.v.p. corner line there in order to leave the invitation uncluttered. Note that properly only the "R" in "R.s.v.p." is capitalized since this is an abbreviation for a French sentence, "Répondez s'il vous plaît." Likewise, since the sentence means "Respond please", never say "Please RSVP" since that would be redundant.

WORDING FOR (NEARLY) EVERY SOCIAL SITUATION OF WEDDINGS

1. First Marriage

A. Invitation Issued by Brides Parents(Standard form)

Mr. and Mrs. Thomas Adam Chase
request the honour of your presence
at the marriage of their daughter
Mary Lou
to
Mr. Gerald Henry Hugh
on Saturday, the twentieth of March
at two o'clock in the afternoon
First Congregationalist Church
104 Main Street
Gary, Indiana

B. Nuptial Mass

Mr. and Mrs. Thomas Adam Chase
request the honour of your presence
at the marriage of their daughter
Mary Lou
to
Mr. Gerald Hugh
on Saturday, the twentieth of March
at a ten o'clock Nuptial Mass
Saint Joseph's Cathedral
121 Main Street
Boston, Massachusetts

C. Nuptial Mass (Note the use of "and" rather than "to")

Mr. and Mrs. Thomas Adam Chase
request the honour of your presence
at the Nuptial Mass uniting their daughter
Mary Lou

and
Mr. Gerald Hugh
on Saturday, the twentieth of March
in the Sacrament of Holy Matrimony
at a ten o'clock in the morning
Saint Joseph's Cathedral
121 Main Street
Boston, Massachusetts

D. Invitation Issued by Bride and Groom's Parents

Mr. and Mrs. Jullian Alfred Dexter
and
Mr. and Mrs. Robert Mason Smith
request the honour of your presence
at the marriage of their children

E. Invitation Issued by the Groom's Parents

Mr. and Mrs. Barry Benjamin Moor
request the honour of your presence
at the marriage of
Miss Brenda Delcroix
to their son
Mr. Michael Evan Moor

F. Invitation Issued by Bride and Groom

Miss Louisa Marie Parker
and
Mr. Harold Jorgen Buczko
request the honour of your presence
at their marriage

G. Invitation Issued by Friends

Mr. and Mrs. Steven Randolph Jacobson
request the honour of your presence
at the marriage of
Miss Julia Anne Smith

to
Mr. Kevin Richard Arnoldson

H. Invitation Issued by Adult Children

Matthew Manning Smith
Daniel Joseph Smith
Angela Smith Richardson
request the honour of your presence
at the marriage of their mother (parents)

Josephine Manning Smith

to
Brent Harold Darnell

2. Second Marriages

- A. The divorcee uses a combination of married and maiden name.

Mr. and Mrs. Jeffery Ralph Smith
request the honour of your presence
at the marriage of their daughter
Mary Smith Johnson

- B. However, if the bride is a widow

Mr. and Mrs. Jeffery Ralph Smith
request the honour of your presence
at the marriage of their daughter
Mary Smith Johnson

- C. Invitation Issued by Divorced Parents

Mrs. Virginia Nelson Wright
Mr. Thomas Ethan Wright
request the honour of your presence
at the marriage of their daughter
Mary Louse Wright

D. Bride's Divorced, Not-Remarried Mother Issues
Invitation

The mother uses a combination of her married and
maiden name

Mrs. Virginia Nelson Wright
requests the honour of your presence
at the marriage of her daughter
Mary Louise Wright

E. Bride's Divorced, Not-Remarried Father Issues
Invitation

Mr. Thomas Ethan Wright
requests the honour of your presence
at the marriage of his daughter
Mary Louise Wright

F. Mother and Stepfather Issue Invitation

Mr. and Mrs. Gerald Hugh Richardson, III
request the honour of your presence
at the marriage of her daughter
Mary Louise Wright

or

Mr. and Mrs. Gerald Hugh Richardson, III
request the honour of your presence
at the marriage of Mrs. Richardson's daughter
Mary Louise Wright

or (only mother is inviting)

Mrs. Gerald Hugh Richardson, III
requests the honour of your presence
at the marriage of her daughter
Mary Louise Wright

G. Divorced Father and Stepmother Issue Invitation

Mr. and Mrs. Thomas Ethan Wright
request the honour of your presence
at the marriage of his daughter
Mary Louise Wright

or

Mr. and Mrs. Thomas Ethan Wright
request the honour of your presence
at the marriage of Mr. Wright's daughter
Mary Louise Wright

H. Invitation Issued by More than Two Sets of Parents

Mr. and Mrs. Thomas Ethan Wright
Mr. and Mrs. Alfred Armstrong Baxter
Mr. and Mrs. Jeffery Johnson Richardson
request the honour of your presence
at the marriage of their children

3. One Deceased Parent

A. When the Living Parent has Not Remarried

Mrs. Thomas Ethan Wright
requests the honour of your presence
at the marriage of her daughter
Mary Louise

B. When the Living Parent Has Remarried

Mr. and Mrs. John Ivan Koslov
request the honour of your presence
at the marriage of her daughter
Mary Louise Wright

or

Mr. and Mrs. John Ivan Koslov
request the honour of your presence
at the marriage of their daughter

Mary Louise Wright

(Obviously you should check with the bride for this one)

4. When both Parents are Deceased

A. Invitation Issued by Older Brother or Sister

Miss Janice Su-Ling Yang
requests the honour of your presence
at the marriage of her sister

Deborah An-Mei Yangor
or(if married)

Mr. and Mrs. Mark Walker
request the honour of your presence
at the marriage of her sister

Deborah An-Mei Yang

B. Invitation Issued by Grandparents

Mr. and Mrs. Oliver Windell McPhera
request the honour of your presence
at the marriage of their granddaughter
Susan Alexis McLory

5. Double Weddings

A. When Brides are Sisters

(older bride mentioned first)

Mr. and Mrs. Steven George Jafee
request the honour of your presence
at the marriage of their daughters
Mary Helento Ronald Gates Gressakand
Karen Judithto Paul Dupre Ducat

B. When Brides are not Sisters

(older bride and family mentioned first)

Mr. and Mrs. Paul Thomas Wrightand
Mr. and Mrs. Joseph Victor Buczko
request the honour of your presence

at the marriage of their daughters

Deborah Sally Wright

to

Mr. Micah Mordecai Smith

and Iris Ramsey Buczko

to

Paul Louis Saulsman

6. Military Weddings

- A. Officers above the rank of Lieutenant have their title before their name

Major and Mrs. Gregory Richard Ford
request the honour of your presence
at the marriage of their daughter

Felicia Ann

to

Captain Benjamin Bruce Thomas
United States Navy

- B. Junior officers have their title on the same line as the branch of service, but listed beforehand

Mr. and Mrs. Gregory Richard Ford
request the honour of your presence
at the marriage of their daughter

Felicia Ann

to

Benjamin Bruce Thomas
First Lieutenant, United States Army

- C. A rank below that of Sergeant is not indicated

Mr. and Mrs. Gregory Richard Ford
request the honour of your presence
at the marriage of their daughter

Felicia Ann

to

Benjamin Bruce Thomas
United States Army

II. DID YOU REMEMBER?

- Name of Parent(s), Host(s) or Sponsors
- Establish the purpose of the printing (inviting to a wedding? Announcing a graduation?)
- Name of honoree (Bride and Groom, Bar/Bat Mitzvah, Graduate)
- Day/Date (spelled out – e.g. Saturday, the twenty-third of March)
- Does the day definitely correspond with the date? (consult a calendar)
- Year (Two thousand)
- Time (at six o'clock in the evening)
- Name of Place (First Congregational Church)
- Location of Place (city and state but no zip code – street address is optional)
- Ask several friends to read it for mistakes!

IV. THE INVITATION ENSEMBLE

TWO ENVELOPES OR ONE?

In bygone days when invitations were hand-delivered, an outer envelope was used to keep the invitation envelope clean for a more impressive presentation to the guest. Whether or not you opt for double envelopes is your decision. Today, many invitations are sent with single envelopes for a variety of reasons, including less paper waste and because some of the fancier custom-made envelop styles (like the French and Bavarian envelopes) are designed to be singles. If you order double envelopes and you also choose envelope linings, the inner envelope will be lined.

ENVELOPE RETURN ADDRESS

Be sure to order your envelopes with your return address (excluding your name) on the back flap. This not only looks nicer, but also saves addressing time! If you are ordering double envelope sets, this address is on the flap of the outer (larger) envelope. Make certain you order additional envelopes in case you make mistakes while addressing.

LINED INNER ENVELOPE

For selections that include an inner envelope, a lovely envelope liner adds that special elegant touch. You can select a liner that brings out the beauty of your invitation for a slight additional cost.

TISSUES

Tissues were originally put on top of the invitation to prevent the old, slow drying inks from smudging. Today it is no longer necessary, but many people still prefer the traditional look of tissues.

RECEPTION CARD

Reception cards are included when the reception is held at a different site than the ceremony or if you have different guest lists for the ceremony and the reception. The reception card wording either reflects the wording of your invitation or simply reads, "Reception immediately following the ceremony" with the location.

SAMPLE TRADITIONAL WORDING

Reception
Immediately following the ceremony
Forest Lake Country Club
Columbia, South Carolina

RESPONSE CARD AND ENVELOPE

Response cards provide a simple and painless way for your guests to reply. The cards have a space for your guests to write their names and indicate whether or not they will be attending. A printed return envelope is always included in the price of a response set. The face/front of this envelope is preprinted with the name and address of whoever will be receiving your replies. To make it even easier for everyone to reply, put a stamp on this respond envelope. If you are using the traditional wording shown below, remember to spell "favour/favor" the same way as you have spelled "honour/honor" on the invitation. As most party planning budgets require exact numbers, it is socially acceptable to call, or write, those guests who have not responded.

Respond Card Sample Traditional Wording

The favour of a reply is requested
before the twentieth of May

M_____

Will _____ attend

Respond Envelope Sample

Mr. and Mrs. Jason Leigh McPherson
1717 Shady Lane
Naples, Florida 34116

MAP AND DIRECTIONS CARDS

Preprinted enclosure cards providing directions to the ceremony and the reception site can be exceptionally helpful to your guests, especially those coming from out-of-town. Photocopied directions blemish the beauty of your beautiful invitation ensemble and are often very difficult to read.

ACCOMMODATION CARDS

Your guests will appreciate the convenience of a preprinted card that lists recommended hotels in your area, along with the phone numbers.

WITHIN-THE-RIBBON CARDS

Another tradition is to designate special seating for select guests. The guests receiving these cards present them to the ushers, who will escort them to this special seating (usually in the front) that has been sectioned off by ribbon.

AT-HOME CARDS

A handy way to inform everyone of your new address and the date you expect to begin residing there. These can be sent with a wedding invitation or wedding announcement. If the woman is changing her name in the customary fashion, names are not listed. If she is keeping her name or hyphenating it, this card is a good place to announce that by listing the woman's name in full on the first line and the man's name in full on the second line.

SAMPLE WORDING

At home
After the fifth of April
2314 Sylvan Avenue
Oakland, California 94602

V. ADDITIONAL TROUSSEAU ITEMS

ENGAGEMENT ANNOUNCEMENTS

These are the formal announcements of your engagement.

GIFT RECEIVED CARDS

Preprinted cards acknowledging that a gift was received may be sent ahead (never instead of) personally written thank you notes. This allows the newlyweds to wait until after their honeymoon to thank their guests more personally.

INFORMALS

This is the personalized stationery on which to write individual thank-you notes. Order informals with your maiden name for notes written before the wedding (bridal shower and engagement party gifts), and another set with your married name or monogram for notes written afterwards.

SAMPLE WORDING

Highly formal:

Mrs. Carl Heath Jones

Informal (ladies first):

Sally and Carl Jones

Formal:

Mr. and Mrs. Carl Heath
Jones

Woman Kept Maiden Name (ladies first):

Sally Leigh McPherson
Carl Heath Jones

MENU CARDS

Menu cards provided at the reception describe the dishes you have selected – a nice touch.

PLACE CARDS

If you are planning assigned seating at your reception, put a place card handwritten with each person's name at the place you have designated.

PROGRAMMS

Guests appreciate an outline to follow along with at the ceremony. It also makes a nice memento of the event.

SAVE-THE-DATE CARDS

These preprinted notes are sent at least three months (but preferably six months to a year) before the wedding date and are invaluable if you plan to invite long-distance guests.

TABLE CARDS

If you are planning assigned tables for the reception, these cards have a place for you to write the names of each couple or single guest and their assigned table. These should be awaiting everyone on a table at the entrance to the reception. (see also "place cards" above)

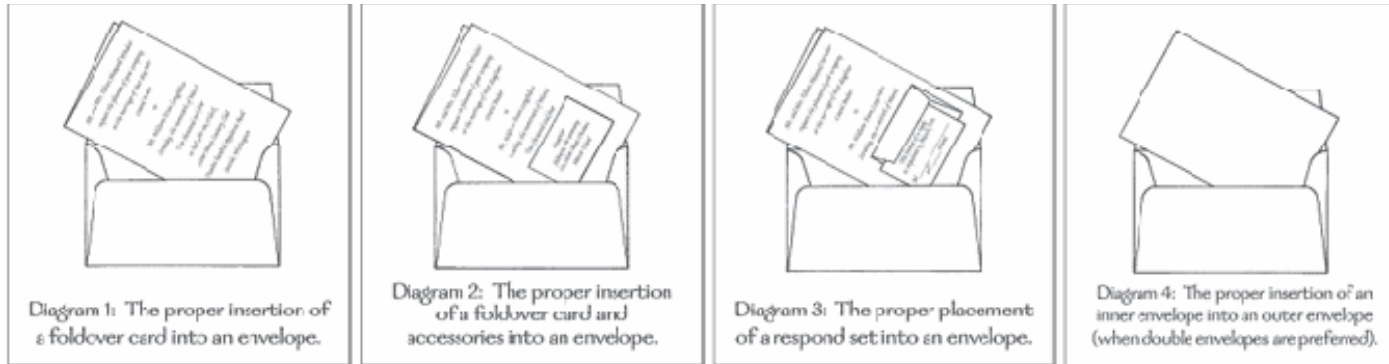
SAMPLE WORDING

M _____
_____Table No._____

WEDDING ANNOUNCEMENTS

Announcements let you share your news with friends, distant relatives and colleagues that are not invited to the wedding (you can't invite everyone!) They should never be sent to those who have received an invitation to the ceremony or reception and should be mailed right after the wedding (never before.) Your announcement should look and read like your wedding. Instead of requesting the honour of their presence at the marriage...however, you would say "have the honour of announcing the marriage..." The only enclosure would be the "At home" card.

VI. ASSEMBLING THE INVITATION ENSEMBLE



When inserting a fold over invitation into an envelope, the fold goes into the envelope first. Insert the basic components of the ensemble into the envelope (inner envelope for those items with two envelopes) in the following order from bottom to top: Invitation, reception card and respond set. Place the respond card face up on top of the respond envelope, which is face down, with its flap overlapping the respond card (see diagram 3). *Accessories are never inserted inside a foldover invitation.* Remaining pieces (directions, accommodations, within-the-ribbon, etc.) are usually layered on in ascending order of size from largest just above the respond set, to smallest on top. If your item comes with two envelopes, write the names of the guests, including children, on the front of the inner envelope using only the surname prefaced by Mr., Mrs., Dr., etc. Insert the inner envelope into the outer with the names facing the flap of the outer envelope.

VII. ADDRESSING THE ENVELOPE

BASIC RULES OF ETIQUETTE

It is traditional to use the complete, formal name and address of your invited guests on the outer envelope of a double envelope set and on the outside of a single envelope. Do not use abbreviations other than "Mr." or "Mrs." Spell out Avenue, Road, and Street as well as the State name. See the "Basic Rules of Etiquette" section under "Wording your Wedding Invitation" above for more detail on how to write titles and suffixes. Include zip codes on the same line with the city and state.

The inner envelope of a double envelope set carries only the last name preceded by titles (Mr., Mrs., Doctor) of the primary person or couple being invited. There are no addresses. Invited children's first names appear under the parents' names. (Invited children over 18 or older still dwelling with their parents should receive separate invitations.) If you are allowing single people, who are not dating anyone in particular, to bring a guest, you would say so on this inner envelope by adding "and guest" to their title and surname. If you are using a single envelope, you must put this information on the outside of the single envelope by adding the children's names below the parents' names or the "and guest" line beside the single guest's name.

Remember! Before purchasing stamps, have one fully assembled invitation weighed at the post office to determine proper postage. Don't forget to purchase stamps for the respond envelopes as well.

SAMPLE ADDRESSING FORMATS WORDING FOR (NEARLY) EVERY SITUATION

Invitations with a single envelope

If you elect to use a single envelope with your invitation, here are some suggestions for addressing the outside of the single envelope.

A. Married Couples

Married couples living in the same house

Mr. and Mrs. George Smith, junior
800 Park Avenue, 3C
New York, New York
10025

Married couples in which the woman has retained her maiden name
or professional name

Some experts say the woman's name appears first

Ms. Elaine Austin Rogers
Mr. Edward Paris Whittemore
Three Greenleaf Lane
Huntington Beach, California 94640

Others suggest the names be listed alphabetically

Ms. Judy Paris
Mr. Benjamin Jeffery Straton
etc.
Mr. Bernard Dawson
Ms. Anne Fisk
etc.

B. Unmarried Couples

Unmarried couples living in the same house should be listed alphabetically

Ms. Elaine Alla

Ms. Susan Zaph

40 Sparrow Drive

Dallas, Texas 75341

Ms. Caroline Parker

Mr. David Randolph

Three Greenleaf Lane

Huntington Beach, California 94640

C. Family Invitation

A family with young children

Mr. and Mrs. George Smith

Martha and Susan

800 Park Avenue, 3C

New York, New York 10025

It is considered correct to send a separate invitation to each child 18 years or older.

D. Single Individual with Guest

If you wish to encourage a single friend to invite a guest, find out the guest's name, especially if the couple is engaged, living in the same house, or seeing each other on an exclusive basis. If they live at different addresses, it is considerate to send an invitation to the guest directly.

Otherwise address as follows:

Ms. Evelyn Phelps

Mr. John Wesley Eight

Beaver Dam Road

Seattle, Washington 98110

If you cannot obtain the name ahead of time, it is also correct to address

Ms. Evelyn Phelps and guest

Mr. John Wesley and guest

1. Invitations with double envelopes

If you elect to use two envelopes with your invitations, here are suggestions for addressing the inner and outer envelopes:

A. Married Couples

Married couples living in the same house

Outer Envelope	Inner Envelope
Mr. and Mrs. George Smith 800 Park Avenue, 3C New York, New York 10025	Mr. and Mrs. Smith

Married couples in which the woman has retained her maiden name or professional name
Some experts say the woman's name appears first

Outer Envelope	Inner Envelope
Ms. Elaine Austin Rogers Mr. Edward Paris Whittemore Three Greenleaf Lane Huntington Beach, California 94640	Ms. Rogers Mr. Whittemore

Others suggest the names be listed alphabetically

Outer Envelope	Inner Envelope
Mrs. Elaine Austin Dogers Mr. Conrad Hemenway etc.	Ms. Dogers Mr. Hemenway etc.

B. Unmarried Couples

Unmarried couples living in the same house should be listed alphabetically

Outer Envelope	Inner Envelope
Ms. Caroline Parker Mr. David Randolph Three Greenleaf Lane Huntington Beach, California 94640	Ms. Parker Mr. Randolph

C. Family Invitation

A family with young children

Outer Envelope

Mr. and Mrs. George Smith
Martha and Susan
800 Park Avenue, 3C
New York, New York
10025

Inner Envelope

Mr. and Mrs. Smith
Martha and Susan (by seniority)

It is considered correct to send a separate invitation to each child 18 years or older. You may also use the title Master if the young man is under the age of 13.

D. Single Individual with Guest

If you wish to encourage a single friend to invite a guest, you should learn the name of the guest, especially if they are engaged, living in the same house, or seeing each other on an exclusive basis. If they live at different addresses, it is considerate to send an invitation to the guest directly.

Otherwise address as follows:

Outer Envelope

Inner Envelope

Ms. Evelyn Phelps Mr. John Wesley Eight Beaver Dam Road Seattle, Washington 98110	Ms. Phelps Mr. Wesley
---	--------------------------

If you cannot obtain the name ahead of time, it is also correct to address

Outer Envelope

Inner Envelope

Mr. Walter Robinson 126 Woodland Creek Drive Dallas, Texas 75225	Mr. Robinson and guest
---	------------------------

From Bride's Parents

Mr. & Mrs. Christopher Dobson
request the pleasure
of the company of

at the marriage of their daughter
Anne Elizabeth
to
Mr. Steven John Smith
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010
at 2.30pm
and reception afterwards at
The Sheraton Hotel
George Street, Sydney

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Mr. and Mrs. Christopher Dobson
invite

to share in the joy
of the marriage uniting their daughter
Anne Elizabeth
to
Mr. Steven John Smith
son of Mr. and Mrs. Gary Smith
on Saturday, Sixteenth of July
2010
at St. Leo's Church, Wahroonga
at 2.30pm
and reception afterwards at
The Sheraton Hotel

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

From Bride and Groom's Parents

Mr and Mrs Christopher Dobson
together with
Mr and Mrs Gary Smith
are proud to invite

to celebrate the marriage of their children

Anne Elizabeth Dobson

to

Steven John Smith

at St. Leo's Church, Wahroonga,
on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Mr. and Mrs. Christopher Dobson
and
Mr. and Mrs. Gary Smith
request the honor of

presence

at the marriage of their children

Anne Elizabeth Dobson

to

Steven John Smith

Saturday, the tenth of May
Two Thousand and Ten
at four pm
at St. Leo's Church, Wahroonga
and reception afterwards at
The Sheraton Hotel
at six pm.

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Groom's Family Issuing Invitation

The word "Miss" is used when the
sponsors of the wedding are not relatives.

Mr and Mrs Gary Smith
request the pleasure of the company of

at the marriage of
Miss Anne Elizabeth Dobson
to their son
Mr. Steven John Smith
at St. Leo's Church, Wahroonga,
on Saturday 15th November 2010
at 2.30pm
and reception afterwards at
The Sheraton Hotel
at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Mr. and Mrs. Gary Smith
request the honor of

presence

at the marriage of

Ms. Anne Elizabeth Dobson

to their son

Steven John Smith

On Saturday, the sixteenth of July

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm.

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

From Bride and Groom with Parents

Together with their parents

Ms. Anne Elizabeth Dobson

and

Mr. Steven John Smith

request the pleasure of the company of

at their marriage

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Together with their families
Ms. Anne Elizabeth Dobson
and
Mr Steven John Smith
request the honor of the presence of

at their marriage
on Saturday, the sixteenth of July
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Bride and Groom Host

The honor of

presence is requested at the marriage of

Ms. Anne Elizabeth Dobson
to
Mr. Steven John Smith
On Saturday, the sixteenth of July
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

The pleasure of your company is requested

at the marriage of

Anne Dobson

and

Steven Smith

On Saturday, the sixteenth of July

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Bride's Divorced and Remarried Parents Co-host

Mr. and Mrs. Christopher Michael Dobson

and

Mr. and Mrs. Timothy Ian Taylor

request the honor of

presence

at the marriage of

Anne Elizabeth Dobson

to

Mr. Steven John Smith

On Saturday, the sixteenth of July

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Address: 15 Kardella Street

Kardella NSW 2001

Dress: Formal

Bride Widowed Mother/Father Host

Mr./Mrs. Christopher Michael Dobson
requests the honor of

presence

at the marriage of his/her daughter

Anne Elizabeth

to

Mr. Steven John Smith

On Saturday, the sixteenth of July

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Brides Remarried Mother and Husband Host

Mr. and Mrs. Ian Taylor request the honor of

presence

at the marriage of Mrs. Taylor's daughter

Anne Elizabeth Dobson

to

Mr. Steven John Smith

On Saturday, the sixteenth of July

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Brides Divorced Mother (not remarried hosts)

Mother NOT REMARRIED: She uses a combination
of her maiden and married name.

Ms. Jane Reid Dobson (maiden and married surnames)

or

Ms. Jane Reid (maiden name)

requests the honor of

presence

at the marriage of her daughter

Anne Elizabeth Dobson

to

Mr. Steven John Smith

On Saturday, Fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Bride's Parents Separated or Divorced (but still sharing surname)

Mr. Christopher Dobson

and

Mrs. Jane Dobson

request the pleasure of

company

at the marriage of their daughter

Anne Elizabeth

to

Mr. Steven John Smith

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Bride's Parents Divorced, Mother Remarried, Hosting Wedding Together

Mother uses her Present Husband's name.

Bride's Surname is added to her given name.

Mr. Christopher Dobson

and

Mrs. Ian Taylor request the pleasure of

company

at the marriage of their daughter

Anne Elizabeth Dobson

to

Mr. Steven John Smith

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Bride's Parents Divorced, Mother Absent or Deceased, Father Remarried

Mr. & Mrs. Christopher Dobson
request the pleasure of

company
at the marriage of his daughter

Anne Elizabeth

to

Mr. Steven John Smith
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Bride's Father Absent or Deceased, Mother Remarried

Mr. & Mrs. Ian Taylor
request the pleasure of
the company of

company
at the marriage of her daughter

Anne Elizabeth Dobson

to

Mr. Steven John Smith
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010

at 2.30pm
and reception afterwards at
The Sheraton Hotel
at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Bride's Mother Widowed, Not Remarried

Mrs. Christopher Dobson
requests the pleasure of

company
at the marriage of her daughter

Anne Elizabeth

to

Mr. Steven John Smith
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010

at 2.30pm
and reception afterwards at
The Sheraton Hotel
at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Bride's Parents Deceased or Absent, Groom's Parents Hosting

Mr. & Mrs. Gary Smith
request the pleasure of

company
at the marriage of their son

Steven John

to

Anne Elizabeth Dobson
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010
at 2.30pm
and reception afterwards at
The Sheraton Hotel
at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

**For A Reception Following A Marriage That Has Already Taken Place
(where the marriage was overseas, for example)**

Mr. & Mrs. Christopher Dobson
request the pleasure
of

company at a reception
following the marriage
of their daughter
Anne Elizabeth

to

Mr. Steven John Smith
at The Sheraton Hotel
on 15th November 2010
at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

For a Service of Blessing

Mr. & Mrs. Christopher Dobson
request the pleasure of

company

at the Blessing of the marriage
of their daughter
Anne Elizabeth
to
Mr. Steven John Smith
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010
at 2.30pm
and reception afterwards at
The Sheraton Hotel
at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

For a simple wedding at a register office

(usually a small gathering followed by a luncheon, not a reception)

Mr. & Mrs. Christopher Dobson
request the pleasure of

company
at the marriage of their daughter
Anne Elizabeth
to
Mr. Steven John Smith
at St. Leonard's Registry Office
on Saturday 15th November 2010
at 11.00am
and a luncheon afterwards at
The Sheraton Hotel
at 1.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Father Issuing Invitation

Mr. Christopher Dobson
requests the honour of

presence

at the marriage of his daughter

Anne Elizabeth

to

Mr. Steven John Smith

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Second Marriages

Invitations to the marriage of a young divorcee or widow do not differ from those of a first marriage except that the Bride's married name is used if that is still her legal name.

Mr. and Mrs. Christopher Dobson
request the honour of

presence

at the marriage of their daughter

Anne Elizabeth Lloyd

to

Mr. Steven John Smith

at St. Leo's Church, Wahroonga,

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Double Weddings When Brides are Sisters

Mr. and Mrs. Christopher Dobson
request the honour of

presence

at the marriage of their daughters

Anne Elizabeth

to

Mr. Steven John Smith

and

Annabelle Gay

to

Mr. Luke James Brown

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

When Brides are NOT SISTERS

Mr. and Mrs. Christopher Dobson
and

Mr. and Mrs. Thomas Bradley

request the honour of

presence

at the marriage of their daughters

Anne Elizabeth Dobson

to

Mr. Steven John Smith

and

Lisa Janet Bradley

to

Mr. John Lewis

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Family Member Issuing Invitations

An invitation from another family member - If another member of your family will be hosting the wedding, such as an aunt or your grandparents, this should be made clear.

An invitation from the her grandparents:

Mr and Mrs Christopher Dobson

request the pleasure of the company of

at the marriage of their granddaughter

Anne Elizabeth

with

Steven John Smith

at St. Leo's Church, Wahroonga,

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

An invitation from her Elder Brother:

Mr. and Mrs. John Dobson
request the honor of

presence

at the marriage his sister

Anne Elizabeth

to

Mr. Steven John Smith

On Saturday, fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

An invitation from her Uncle and Aunt:

Mr. & Mrs. Matthew Dobson
request the pleasure of the company of

at the marriage of their niece

Anne Elizabeth

to

Mr. Steven John Smith

at St. Leo's Church, Wahroonga

on Saturday 15th November 2010

at 2.30pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Wedding In a Friend's Home

The pleasure of the company of

is requested

at the marriage of

Miss Anne Elizabeth Dobson

to

Mr. Steven John Smith

on Saturday, fifteenth of June

Two Thousand and Ten

at twelve pm

at the residence of

Mr. and Mrs. Malcolm North

Eighteen Nelson Street

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Reception at Friends

please join family and friends

in celebrating the Marriage of

Anne Dobson and Steven Smith

Saturday, sixteenth of July

Two Thousand and Ten

at seven o'clock in the evening

St Leo's Church

40 Nelson Street

Lindfield

Reception to follow at the home of Mr and Mrs Malcolm North

18 Nelson Road Lindfield

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Reaffirming Vows

The honor of the presence of

is requested

as we reaffirm our vows
of love and commitment
and celebrate 25 years of marriage

Saturday, July Sixteenth

Two Thousand and Ten

at five o'clock in the evening

Dinner and Dancing

immediately following the ceremony

The Sheraton Hotel

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Religious Invitations

God gives life as a chance to give love

Ms. Jane Taylor

and

Mr. Christopher Dobson

request

to share in their joy as their daughter

Anne Elizabeth Dobson unites for eternity in Christ with

Mr. Steven John Smith

son of Ms. Robin North

and Mr. Gary Smith

On Saturday, Fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

God has blessed us with

love and friendship.

We, Anne Dobson and

Steven John Smith

have chosen to begin our new

life together on

Saturday, June 4, 2010

We joyously invite

to witness as we exchange marriage vows

and celebrate with us

at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

They that wait upon the Lord shall renew their strength

Mr and Mrs. Christopher Dobson

requests the honor of

presence

at the marriage of her daughter
Anne Elizabeth
to
Steven Smith
son of
Mr. Gary Smith and
Ms. Robin North
on Saturday, fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Informal Invitations

For a slightly less formal wedding invitation, it is usual to omit the hosts' titles such as Mr. and Mrs. Therefore, the invitation would read "Jeremy and Jane Smythe request the pleasure of..."

When writing the guests' names on your invitations, you should match the style of the hosts' name, for example, "Jeremy and Jane Smythe request the pleasure of the company of Michael and Jackie Cox..." You would also substitute pm for o'clock.

Issued by Bride and Groom:

A fresh new day, and it is ours,
a day of happy beginnings
Anne Elizabeth Dosbon
and
Steven John Smith
would love the pleasure of the company of

when the pledge their love as one
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010
at 2.30 pm

and reception afterwards at

The Sheraton Hotel

at 6.00 pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Smart Casual

Address: 15 Kardella Street

Kardella NSW 2001

Anne Elizabeth Dobson

and

Steven John Smith

invite

to share in their joy
when they exchange marriage vows
and begin their new life together
at St. Leo's Church, Wahroonga
on Saturday 15th November 2010

at 2.30 pm

and reception afterwards at

The Sheraton Hotel

at 6.00 pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Ms. Anne Elizabeth Dobson

and

Mr. Steven John Smith

are pleased to announce

that they will become

Ms. Anne Elizabeth Smith

and

Mr. Steven John Smith

on Saturday, Fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Anne Elizabeth Dobson

and

Steven John Smith

are pleased to announce

they will be married

on Saturday, November Fifteenth

Two Thousand and Ten

during a private ceremony

on the Island of Great Keppel

please join us for a

celebration toast

when we return as

husband and wife

Saturday, March 21st

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Anne Elizabeth Dobson

and

Steven John Smith

invite

to share in their love
and happiness as they exchange
vows of marriage and begin their
new life together

at St. Leo's Church, Wahroonga
on Saturday 15th November 2010

at 2.30 pm

and reception afterwards at

The Sheraton Hotel

at 6.00pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

With the bride's parents hosting the wedding:

Christopher and Mary Dobson

invite

to share in the
love and happiness of the
marriage of their daughter

Anne Elizabeth

to

Steven John Smith

at St. Leo's Church, Wahroonga
on Saturday 15th November 2010

at 2.30 pm

and reception afterwards at

The Sheraton Hotel

at 6.00 pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Smart Casual

Address: 15 Kardella Street

Kardella NSW 2001

The bride and groom and their parents hosting the wedding:

Together with their parents

Anne Elizabeth Dobson

and

Steven John Smith

invite

to share in their love
and happiness as they exchange
vows of marriage and begin their
new life together

at St. Leo's Church, Wahroonga,
on Saturday 15th November 2010

at 2.30 pm

and reception afterwards at

The Sheraton Hotel

at 6.00 pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Smart Casual

Address: 15 Kardella Street
Kardella NSW 2001

Using verses

This day we begin
the adventure of a lifetime...

please join us, along with our parents, as we

Anne Elizabeth Dobson

and

Steven John Smith

are united in marriage

at a seaside ceremony

on Saturday, fifteenth of November

Two Thousand and Ten

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Smart Casual

Address: 15 Kardella Street
Kardella NSW 2001

We slipped a ring on each other's finger
And made a promise for life...

join us as we celebrate
now that we're husband and wife!

You are invited to attend an Adult Reception to honour the newly married

Anne and Steven Smith

The Sheraton Hotel

On 15th November 2010

at six pm

15 Delroy Ave

Chatswood NSW 2076

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Smart Casual

Address: 15 Kardella Street
Kardella NSW 2001

We will be married in a private wedding ceremony on
Saturday, Thirtieth of
October Two thousand and Ten

please celebrate with us at our reception
following the ceremony

The Sheraton Hotel

at six pm

15 Delroy Avenue

Chatswood

Anne Dobson and Steven Smith

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Time moves so quickly and so, too, does life
Our days were filled, our schedules too
so we ran off and said our I do's!

Anne Dobson

and

Steven Smith

eloped on July 20, 2010

your presence is requested

as we celebrate our beachside vow renewal and reception

Saturday, 15 November 2010

at 5:30 in the evening

at Bather's Pavilion

Balmoral Beach

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Smart Casual

Address: 15 Kardella Street
Kardella NSW 2001

Announcement of Marriage

because you are good friends
we thought you'd like to know
that we ran off and got married

We did it on the go!

Steven John Smith

and

Anne Elizabeth Dobson

tied the knot

on Saturday, fourteenth
of August

Two Thousand and Ten at
Las Vegas Wedding Chapel
Las Vegas, Nevada
and are now at home at
50 Nelson Street
Wahroonga NSW 2076

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Smart Casual

Address: 15 Kardella Street
Kardella NSW 2001

We picked the date
The theme is set
We're having a Luau
You'll never forget
Under the tropical moon
Near the sea and the spray

you're invited to join us
and share our special day

Anne and Steven's Wedding
Saturday, November Sixteenth
Two Thousand and Ten
five o'clock in the evening
at Manly Beach
opposite the concourse

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Smart Casual

Address: 15 Kardella Street
Kardella NSW 2001

Two lives, two hearts
Joined together in friendship
united forever in love
It's with joy that we

Anne Elizabeth Dobson
and
Steven John Smith
invite

to be with us
as we exchange our marriage vows
on Saturday, fifteenth of November,
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
George Street, Sydney
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

This day I will marry my best friend
the one I laugh with, live for, love

Anne Elizabeth Dobson
and
Steven John Smith
invite

to join them as they
begin their new life together
on Saturday, fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
George Street, Sydney

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

A life of sharing, caring
Mr and Mrs Christopher Dobson
request the honour of

presence

at the marriage of their daughter

Anne Elizabeth

to

Steven John Smith

on Saturday, fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

George Street Sydney

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Because you have shared in their lives
by your friendship and love

you are invited to share

with our daughter, Anne Elizabeth

and Steven John Smith

when they exchange marriage vows

and begin their new life together

on Saturday, fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
George Street, Sydney
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Love fills the moment
and the moment begins eternity
Love fills a lifetime
and a lifetime begins this hour
Mr. and Mrs. Christopher Dobson
request the honour of

presence

at the marriage of their daughter
Anne Elizabeth
to

Steven John Smith

on Saturday, fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
George Street, Sydney
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

With joyful hearts
we ask

to be present
at the ceremony uniting
Anne Elizabeth
and
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

In the spirit of peace and joy
this holiday season
Mr. and Mrs. Christopher Dobson
request the honour of

presence
at the marriage of their daughter
Anne Elizabeth
to
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

We will walk side-by-side
hand-in-hand . . . forever
Mr. and Mrs. Christopher Dobson
request the honour of

presence

at the marriage of their daughter

Anne Elizabeth

to

Steven John Smith

on Saturday, Fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

How beautiful is the day
that is touched by love
Mr. and Mrs. Christopher Dobson
request the honour of

presence

at the marriage of their daughter

Anne Elizabeth

to
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

In the celebration of love . . .
Mr. and Mrs. Christopher Dobson
request the honour of

presence
at the marriage of their daughter
Anne Elizabeth
to
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Mr. and Mrs. Christopher Dobson

invite

to share in the joy
of the marriage uniting their daughter

Anne Elizabeth Dobson

and

Steven John Smith

on Saturday, Fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Mr. and Mrs. Christopher Dobson

request the honour of

presence

at the marriage of their daughter

Anne Elizabeth

to

Steven John Smith

on Saturday, Fifteenth of November

Two Thousand and Ten

at St. Leo's Church, Wahroonga

at two pm

and reception afterwards at

The Sheraton Hotel

at six pm

RSVP: 30th September 2010

Phone: (02) 9495 6520

Dress: Formal

Address: 15 Kardella Street

Kardella NSW 2001

Mr. and Mrs. Christopher Dobson
request the pleasure of

company
at the marriage of their daughter
Anne Elizabeth
to
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Our joy will be more complete
if

can share in the marriage
of our daughter, Anne Elizabeth
to Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm.
We invite

to worship with us and witness their vows
If you are unable to attend

we ask your presence in thought and in prayer

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

please join our family
on this joyous occasion
when our daughter
Anne Elizabeth
will be married to
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

We invite

to be with us
at a celebration
of the miracle of love
when our daughter
Anne Elizabeth
and
Steven John Smith
join together in marriage
on Saturday, Fifteenth of November

Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Anne Elizabeth Dobson
and
Steven John Smith
will pledge their love as one
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga,
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm.
Our joy will be more complete
if

can share
this celebration with us

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

And we shall become one
to share all the days of our lives . . .
Mr. and Mrs. Christopher Dobson
request the honour of

presence
at the marriage of their daughter
Anne Elizabeth
to
Steven John Smith
on Saturday, Fifteenth of November
Two Thousand and Ten
at St. Leo's Church, Wahroonga
at two pm
and reception afterwards at
The Sheraton Hotel
at six pm

RSVP: 30th September 2010
Phone: (02) 9495 6520
Dress: Formal

Address: 15 Kardella Street
Kardella NSW 2001

Other Useable Verses

This day I will marry
my friend, the one who
shares my dreams

One love that
is shared by two

Two hearts that
beat as one...

And the two
shall become one...

As our marriage
brings new meaning to love
so our love
brings new meaning to life

How beautiful is the day

that is touched by Love

This day

I will marry my friend,
the one I laugh with, live for,
dream with, love

Our wedding day
a new life has its start

We'll share with each other
one love, one dream, one heart

To have and to hold
from this day forward

Our life together
begins this day...

Love fills the moment,
and the moment begins eternity

Love fills a lifetime,
and a lifetime begins this hour

For hearing my thoughts,
understanding my dreams,
and being my best friend...

For filling my life with music

RSVP Card

Please respond by 20th October 2010

_____ Accepts with pleasure

_____ Declines with regret

Names: _____

Recalling Invitations

When a wedding has to be changed, the wording of the change should fit the circumstances. For example:

Mr. and Mrs. Christopher Dobson
regret that due to an illness in the family the invitation to
their daughter's wedding
Saturday, Fifteenth of November 2010
must be cancelled.

Wishing Well Poems

Because at first we lived in sin,
we've got the sheets and a rubbish bin.
A gift from you would be swell,
but we'd prefer a donation to our Wishing Well!

If finding a gift is hard to do
our wishing well is just for you!
A gift of money is placed in the well,
then make a wish but do not tell!
If it is however a gift you find,
please feel assured
we will not mind.

Because at first we have lived in sin,
we've got the sheets and a rubbish bin.
To save you looking, shopping or buying,
here is an idea we hope you like trying.
A Wishing Well we thought would be great,
but only if you wish to participate.

An envelope of money is placed in the Well,
then make a wish...but shh don't tell.
Fill it with paper all colours will do,
silver is our favourite but gold will do.
Now we have saved you all of that fuss,
we hope you will come and celebrate with us.

Wishing Well Poem

Our house is quite complete now,
We've been together long,
So please consider this request,
And do not take it wrong.
A wishing well will be present
On the day we wed,
And if you choose in lieu of a present,
You may give a monetary gift instead.
Make a wish upon your gift,
And be careful as you do,
Because as the well's tradition goes,
Your wishes may come true.

More than just kisses so far we've shared
Our home has been made with love and care
to save you looking, shopping or buying a
Wishing Well we thought and hope you like trying
a gift of money is placed in the well
than make a wish but sssh dont' tell !
Once we have replaced the old with the new
we can look back and say it was Thanks To You !!

Many of our guests have enquired
For a gift idea to be inspired

Like many couples today
We have most things anyway

If you would like to give, it is our request
For something for our treasure chest

A gift of money you can afford
Is just what we need you can be assured

More than just kisses so far we've shared,
Our home has been made with Love and Care,
Most things we need we've already got,
And in our home we can't fit a lot!
A donation to our wishing well would be great,
But only if you wish to participate.

VIII. GLOSSARY OF TERMS

Applique

A decoration or ornament applied to a larger surface.

Bavarian Flap Envelopes

A Checkerboard brand exclusive, these beautiful envelopes are custom-made for Checkerboard's slender, vertical invitations. They feature a squared flap on the narrow end of the tall envelope and are available only as Single Envelopes.

Beveled

Used to indicate that an edge is slanted (not at a right angle).

Blind Embossing

Same as "embossing" defined below, only blind embossing uses no color of any kind other than the color of the paper itself.

Calligraphy

Literally this simply means "beautiful writing" but today is used to mean wording created by hand, not with typesetting machinery. Many of our elegant invitations utilize calligraphy as part of the design.

Double Envelopes

The traditional set of two envelopes used with formal invitations and announcements. The Outer Envelope is addressed to the guest and has the senders return address printed on the back. The inner envelope, with the invitation and accessories, is placed inside the outer envelope so that it arrives in pristine condition. The inner envelope carries only the guests' names. Since the Inner Envelope is thought of as the primary envelope because it holds the invitation directly, this is the one that will be lined if you choose a liner. The Inner Envelope is not gummed, therefore is not sealed shut.

Embossing

Raising in relief from a surface. In printing, to press paper into the cavities in a metal die leaving three-dimensional words or designs on the paper. Embossing can be combined with Foil-Stamping or printing methods using ink.

Envelopes

- Bavarian Flap Envelopes – (see Bavarian Flap Envelopes)
- Double Envelopes – (see Double Envelopes)
- French Flap Envelopes – (see French Flap Envelopes)
- Inner Envelopes – (see Double Envelopes)
- Liners – (see Liners below)
- Outer Envelopes – (see Double Envelopes)
- Single Envelopes – (see Single Envelopes)
- Square Envelopes – (see Square Envelopes)
- Wallet Flap Envelopes – (see Wallet Flap Envelopes)

Faux

A fashionable term from French to indicate something made to look like it is something else. Literally this means "false."

Foil Stamping

Colored foil heat-stamped into the paper. Foils usually have a metallic finish in either matte or high gloss.

Folded

Used to indicate paper that is folded either at the top or along the left side. On a traditional, side-fold invitation, the wording is printed on the outside cover with the inside right and left panels entirely blank. If decoration is on the cover, the wording is printed on the inside right panel of a side-fold paper and the bottom panel of a top-fold. One item, "Under the Chuppah" is tri-fold with a fold on the right and left sides allowing three panels of printing when fully opened. Another, "L'Amour", is

folded twice from the bottom, then opens from below to reveal vertical printing along the entire inside.

Font

The font refers to the style of lettering, also called "typestyle", or "lettering style."

French Flap Envelopes

Custom-made for the Checkerboard brand's slender, vertical invitations, these uniquely beautiful envelopes feature a stunning, long, pointed flap on the narrow end of the tall envelope. French Flap Envelopes are available only as Single Envelopes.

Inner Envelopes

See Double Envelopes.

Layers

Generally used to indicate layers of paper tied or glued together. If the top layer is translucent parchment and the lower layer is decorative, you see a muted version of the lower layer through the parchment.

Liners

Decorative papers used to line the inside of an Inner Envelope or a Single Envelope. Some brands honor the age-old craft of lining envelopes by hand and line the full length of the envelope.

Line Spacing

Also called "leading", this refers to the space between the text lines. During the customization process, you can increase or decrease the space between the lines by clicking on the line spacing link on the customization pages.

Lithography

Technical term for what many people call flat printing. Lithography creates watercolor effects and pale background designs. The ink is literally flat with a matte finish.

Monograms

A decoration using the initials of a name. When the middle letter of a person's monogram is larger than the side two, the sequence of initials is first name on the left, surname in the middle, then middle name on the right. When all letters are the same size, the sequence of initials from left to right is first name, middle name, then surname. If you are combining the bride's name with the groom's, you must use the format with the middle letter larger. In this case, the sequence of initials is the bride's first name on the left, mutual surname in the middle, and the groom's first name on the right.

Outer Envelopes

See Double Envelopes.

Panel

A raised section of the paper created by pressing the middle section where the words will be printed down leaving the raised area looking like a frame or matt. Alternately, the term is used to indicate pages facing each other such as on a tri-fold invitation which, when opened fully, has a left panel, middle panel, and right panel.

Parchment

A translucent paper made to look like the original parchment. This lovely paper adds a softening effect to any invitation and can be used either singly or as a layer. Other companies may call this paper "vellum."

Single Envelopes

A single envelope with a gummed flap into which the invitation is slipped directly and then sealed shut. Single Envelopes may be printed on the back flap for social correspondence and lined for added elegance.

Single-Layer

used to indicate a single card without a fold.

Snow

Term used by the Checkerboard brand for a handsome, textured, white and sturdy paper covered with tiny, bluish-gray flecks. The paper was designed to simulate hand-made paper.

Square Envelopes

Any envelope sized to fit a square invitation. Square Envelopes are available only as Single Envelopes.

Thermography

A contemporary printing method using heat and a fine resin to create a rich, raised effect with the ink. A clear powder is dusted onto the flat ink of lithography just after it is printed, then heated to give the raised effect. eInvite uses the highest quality thermography to print your wording on many of the designs.

Trapunto

A decorative design in high relief.

Trompe l'Oeil

A French term meaning "trick/deceive the eye" used to describe a visual effect that looks like something it is not.

Vellum

An opaque, smooth-finish, sumptuous paper. Other companies may use this term to refer to parchment paper (see above).

Wallet Flap Envelopes

A standard rectangular envelope with the opening along the long side and a squared flap. Wallet Flap Envelopes for invitations are available as either Double Envelope sets or Single Envelopes.