

Elements of the Wedding Invitation Ensemble

Wedding Invitation: The wedding invitation is the introduction to the wedding. Details such as the colors, formality, wording, and paper give the guest a glimpse of the celebration to come. It informs guest of the date, time, and location of the ceremony. Wedding invitations should be sent out six weeks before the wedding.

Wedding Announcement: With a simple change of wording, any invitation may serve as a wedding announcement. Announcements of the newly wed couple should be mailed one day after the wedding.

Double Envelopes: With the traditional invitation and announcement a set of two envelopes is used.

Outer Envelope: The larger, gummed envelope is the mailing envelope. The recipient's name and address should be on the front with no abbreviations. The sender's return address should appear on the back flap.

Inner Envelope: The slightly smaller, ungummed envelope holds the invitation and enclosure cards. It is inserted into the outer envelope. The inner envelope should have only the guest's name.

Lined Inner Envelope: Liners refer to the decorative paper used to line the envelope. The liner color and pattern should be chosen to complement the overall look of the invitations. Liners are available for an additional charge.

Envelope Seal: Available in a variety of colors and designs, envelope seals add a decorative touch to invitations, announcements, and thank-you notes. Envelope seals are available for an additional charge.

Respond Card and Printed Respond Envelope or Respond Postcard: Respond cards are provided so that guests can fill them in accordingly and send them back to the host indicating whether or not they will be attending. The respond envelope should be pre-addressed and a postage stamp should be affixed. The respond card and envelope are enclosed with the invitation. For budget-conscious brides, respond postcards are an economical option. A return date with two weeks before the event is recommended.

Reception Card: When the ceremony and reception are being held at different locations, or all of the information will not fit on the invitation, separate reception cards are enclosed with the invitation.

At Home Card: At home cards enclosed with the invitation announce the couple's new address and provide other valuable information, such as the date they will be moving into their new home.

Map Card/Direction Card: Printed map cards with detailed instructions enclosed with invitations provide insurance against guests getting lost and missing the ceremony or reception.

Pew Card: Pew cards may be enclosed with invitations of special family members and close friends. When presented to the ushers at the wedding, these cards ensure seating.

Thank You Notes: An elegant thank you note with a handwritten message inside expresses appreciation for the thoughtfulness of the gift giver. Printed notes are also available to acknowledge the receipt of gifts.

Note Cards: Ordered with the bridal couple's names or joint monogram printed on the front, notes are perfect for sending thanks and other social correspondence. Before the wedding, notes printed with the bride's maiden name or monogram are ideal for sending thanks for shower gifts.

Save the Date Card: Save the date cards inform guests of the event date several months in advance, allowing them time to make travel plans to attend.