



Envelope Addressing Guide

Please find below samples of the most common inquires we get with regard to addressing envelopes. If you have any additional questions, please feel free to give us a call.

Married Couples

Mr. and Mrs. Robert Davis

With Children Under Eighteen Living at Home

Mr. and Mrs. Robert Davis

Joshua and Sarah

or

Mr. and Mrs. Robert Davis and Family

With Two Children over Eighteen Living at Home

Mr. and Mrs. Robert Davis

Mr. Joshua Davis and Miss Sarah Davis

or

Send each child their own invitation

Unmarried Couples Living at Same Address or Different Address

Place the guest's name of where you are sending the invite on the first line, and the other name on the second line.

Miss Jane Smith

Mr. Robert Davis

Single Guest Allowed to Bring a Guest

Miss Jane Smith

and Guest

Divorced Woman

Mrs. Jane Smith Davis

or

Ms. Jane Smith Davis

or

Ms. Davis

Divorced Woman who has Resumed Using Maiden Name

Ms. Jane Smith

Widow

Mrs. Robert Davis

Man is a Doctor

Doctor and Mrs. Robert Davis

Both are Doctors

Doctor and Mrs. Robert Davis

or

The Doctors Davis

Woman is a Doctor

Mr. and Mrs. Robert Davis

or

Doctor Jane Davis and Mr. Robert Davis

Man is a Judge

The Honorable and Mrs. Robert Davis

Woman is a Judge

Mr. and Mrs. Robert Davis

or

The Honorable Jane Davis and Mr. Robert Davis