

the  
*Bride's*  
guide

compliments of *The Write Impression*

- 1 Date to mail invitations:  
4 to 6 weeks in advance. \_\_\_\_\_
- 2 Date to order programs:  
2 to 3 weeks in advance. \_\_\_\_\_
- 3 Date to order napkins:  
2 to 3 weeks in advance. \_\_\_\_\_

*Checklist*

- \_\_\_\_\_ Bridal Party Gifts
- \_\_\_\_\_ Favors
- \_\_\_\_\_ Napkins
- \_\_\_\_\_ Programs
- \_\_\_\_\_ Thank You Notes

# Addressing Instructions

The most efficient way to create a guest list for your wedding is to use an excel spreadsheet.

Column Headers should include:

1

NAME

(Mr. and Mrs. John Smith)

2

ADDRESS

(1234 Park Avenue)

3

ADDRESS LINE 2

(Apartment B25)

4

CITY

(Nashville)

5

STATE\*

(Tennessee)

6

ZIP

(37203)

7

INSIDE ENVELOPE - LINE 1

Jane and John

8

INSIDE ENVELOPE - LINE 2

(Jack, Jill, and James)