

Type of Guest	Outside Envelope	Inside Envelope
Married Couple	Mr. and Mrs. Troy Clayton	Mr. and Mrs. Clayton
Married Couple with Children under eighteen living at home	Mr. and Mrs. Troy Clayton	Mr. and Mrs. Clayton Marvin and Heather
Married Couple in which Woman kept maiden name	Ms. Christina Pritchett and Mr. Troy Clayton	Ms. Pritchett and Mr. Clayton
Unmarried Couple living together	Miss Christine Pritchett Mr. Troy Clayton	Miss Pritchett Mr. Clayton
Married Couple Man is a doctor	Doctor and Mrs. Troy Clayton	Doctor and Mrs. Clayton
Married Couple Woman is a doctor	Doctor Christine Clayton and Mr. Troy Clayton or Mr. and Mrs. Troy Clayton	Doctor Clayton and Mr. Clayton or Mr. and Mrs. Clayton
Married Couple Both are doctors	Doctor and Mrs. Troy Clayton or The Doctors Clayton or Doctor Christine Clayton And Doctor Troy Clayton	Doctor and Mrs. Clayton or The Doctors Clayton or The Doctors Clayton
Widow	Mrs. Troy Clayton	Mrs. Clayton
Divorced Woman	Mrs. Christine Pritchett Clayton	Mrs. Clayton
Divorced Woman who has resumed maiden name	Ms. Christine Pritchett	Ms. Pritchett
Single Woman	Miss Christine Pritchett	Miss Pritchett
Single Man	Mr. Troy Clayton	Mr. Clayton
Single Woman with unknown guest	Miss Christine Pritchett	Miss Pritchett and Guest
Single Man with unknown guest	Mr. Troy Clayton	Mr. Clayton and Guest
Single Woman with known guest	Miss Christine Pritchett	Miss Pritchett Mr. Clayton
Single Man with known guest	Mr. Troy Clayton	Mr. Clayton Miss Pritchett

Helpful Hints- Compliments of The Paper Station

1. Have your invitations weighed at the post office prior to mailing with all items inserted.
2. Do **NOT** stamp the respond envelopes that are being mailed to guests outside of the USA.
3. Do **NOT** abbreviate the addresses; spell out city, state name, road, avenue, etc.
4. Have your invitations hand postmarked at the post office; this will keep your envelopes neat looking.
5. Mail your invitations out 8 weeks prior to your wedding day.
6. **REFER A FRIEND!**