

## The Anatomy of Addressing Guests

1. **To a married couple**..... Mr. and Mrs. John Doe
2. **To a married couple and their children**.....Mr. and Mrs. John Doe  
 Address to the parents only on the outer envelope if an inner envelope is provided. If no inner envelope is used, the children should be listed under the parent's name in order by age. Another option to consider is that one can designate that the children are invited in the inner envelope or if you state how many seats are reserved in their name as a family on the RSVP card

For example: Mr. and Mrs. John Doe  
                   Stephen Doe  
                   Mary Doe

3. **To a family household (non-married couple)** ..... Address to the head of household or can say "The Smith Household". All other members of the household are notified of the invitation when stated that a number of seats are reserved in their name as a household.
4. **To a couple with different last names:**  
 -If married, list the wife's name first (Ms. Jane Smith and Mr. John Doe)  
 -If unmarried but lives together, the names should be written on separate lines without the word "and"

For example: Mr. John Doe  
                   Ms. Jane Smith

5. **When one guest is a judge or significant professional title**..... Recognize a judge by saying "The Honorable" and list him or her first. If the wife and husband have different professional titles, list the wife first.

For example, The Honorable Jane Doe and Superintendent John Doe

5. **When a guest is a doctor:**

If husband is the doctor..... Doctor and Mrs. John Doe

If wife is the doctor..... Doctor Jane Doe and Mr. John Doe

If both are doctors..... Doctors Doe

6. **To include the plus one**, it is not proper etiquette to state "and guest" on the outer envelope due to the informality. An option is to allow for two seats reserved in that guests name or one can write a simple note to the guest stating, "Dear John, you're welcome to bring a guest to the wedding. Please let me know. Best, Jane Doe"

Reference:

Emily Post Institute: <https://emilypost.com/advice/addressing-sending-wedding-invitations/>