

# ADDRESSING TIPS Please inquire for our inner envelope guide

	<b>MOST FORMAL</b>	<b>ALSO ACCEPTABLE</b>
<b>married couple</b>		
<i>without children living at home</i>	<i>Mr. and Mrs. James Robert Smith</i>	<i>Mr. and Mrs. James Smith</i>
<i>with children under 18 living at home</i>	<i>Mr. and Mrs. James Robert Smith</i> <i>Miss Katherine Jane Smith</i> <i>Master Carter Michael Smith</i>	<i>Mr. and Mrs. James Robert Smith</i> <i>Katherine and Carter</i>
<i>with children over 18 living at home</i>	<i>send a separate invitation to:</i> <i>Ms. Katherine Jane Smith or Mr. Carter Michael Smith</i>	<i>send a separate invitation to:</i> <i>Ms. Katherine Smith or Mr. Carter Smith</i>
<i>in which woman kept maiden name</i>	<i>Ms. Christine Ann Jones and Mr. James Robert Smith</i>	<i>Ms. Christine Jones and Mr. James Smith</i>
<i>in which man is a doctor</i>	<i>Doctor James Robert Smith and Mrs. Mary Margaret Smith</i>	<i>Doctor James Smith and Mrs. Mary Smith</i>
<i>in which woman is a doctor</i>	<i>Doctor Mary Margaret Smith and Mr. James Robert Smith</i>	<i>Doctor Mary Smith and Mr. James Smith</i>
<i>in which both are doctors</i>	<i>Doctor Mary Margaret Smith and Doctor James Robert Smith</i>	<i>The Doctors Smith</i>
<i>in which man is a judge</i>	<i>The Honorable and Mrs. James Robert Smith</i>	<i>The Honorable and Mrs. James Smith</i>
<i>in which woman is a judge</i>	<i>The Honorable Mary Margaret Smith and Mr. James Robert Smith</i>	<i>The Honorable Mary Smith and Mr. James Smith</i>
<i>in which man is a senior</i>	<i>Mr. and Mrs. James Robert Smith, senior</i>	<i>Mr. and Mrs. James Robert Smith, Sr.</i>
<i>in which man is a second</i>	<i>Mr. and Mrs. James Robert Smith II</i>	<i>should be used in format to the left</i>
<i>same-gender</i>	<i>Mr. James Robert Smith and Mr. Thomas Joel Wilson</i> <i>(alpha by last name or in order of whomever you're closer to)</i>	<i>Mr. James Smith and Mr. Thomas Wilson</i>
<b>unmarried couple living together</b>	<i>Ms. Samantha Jane Smith (on two lines without the "and" between)</i> <i>Mr. Ross Howard Dixon</i>	<i>(if engaged)</i> <i>The Future Mr. and Mrs. Ross Dixon</i>
<b>single person</b>	<i>Ms. Samantha Jane Smith</i>	<i>Ms. Samantha Smith</i>
<b>single person with date invited</b>	<i>Ms. Samantha Jane Smith and Guest</i>	<i>Ms. Samantha Smith</i> <i>Mr. Ross Dixon (if you know the date's name!)</i>
<b>widow</b>	<i>Mrs. James Robert Smith</i>	<i>Ms. Mary Margaret Smith</i>
<b>divorced woman</b>	<i>Mrs. Mary Margaret Smith</i>	<i>Ms. Mary Margaret Smith</i>
<b>non-binary</b>	<i>Mx. Taylor Lee Smith</i>	<i>Mx. Taylor Smith</i>
<b>family</b>	<i>Mr. and Mrs. James Robert Smith and Family</i>	<i>see top of chart regarding children's names</i> <i>name of oldest child first and in descending order</i>